

INTERNATIONAL SOCIETY OF HAIR RESTORATION SURGERY



Dear Exhibitor:

Thank you for choosing to exhibit at our upcoming meeting this September. Our membership eagerly awaits the ISHRS 23rd Annual Scientific Meeting at the Hilton Chicago. I hope you enjoy your visit to this beautiful, bustling city and that your experience exhibiting with us is a rewarding one.

This year's program chair, Nilofer P. Farjo, MBChB, FISHRS, along with the Annual Scientific Meeting Committee has put together a top-notch scientific program full of stimulating sessions.

This year's Exhibit Hall is located in Stevens Salon A, which is on the Lower Level of the Hilton Chicago. Again this year, the coffee breaks will be held in the exhibit area which will provide exhibitors more exposure and time to socialize with the group. We will also hold the Welcome Reception in the Exhibit Hall on Thursday/September 10, 2015, 6:00PM-7:30PM. This will be a great way to wrap up a successful opening day.

I hope you have a successful show. We are always open to suggestions and ideas. Please share your thoughts regarding our exhibits program. You are a valued part of our meeting, and on behalf of the ISHRS leadership, I thank you for your participation.

Most sincerely,

Victoria Ceh, MPA
Executive Director

BUSINESS ADDRESS:
303 WEST STATE STREET
GENEVA, IL 60134 USA
TELEPHONE: 1-630-262-5399
TOLLFREE: 1-800-444-2737
FAX: 1-630-262-1520
E-MAIL: info@ishrs.org
WEBSITE: www.ISHRS.org



International Society of Hair Restoration Surgery
23rd Annual Scientific Meeting
September 9-13, 2015
Hilton Chicago, Chicago, IL, USA

EXHIBITOR INFORMATION AT-A-GLANCE

► WHO PROVIDES WHAT?

#1: Valley Expo & Displays:

Valley Expo & Displays is the official service contractor for the meeting. They are the exclusive provider of the following services: *labor for installation & dismantle, material handling services, and in-booth cleaning services. Valley Expo & Displays is the recommended provider for the following services: standard & specialty furniture and accessories, transportation, custom booths, carpet rental (note the exhibit area is carpeted), signage, banners & graphics.

* If an exhibiting company hires a non-official contractor ("Exhibitor Appointed Contractor" or "EAC") to provide any of the services which Valley Expo & Displays may otherwise perform, the exhibitor using the EAC must adhere to Valley Expo & Displays' terms for EACs, as will be listed in the Exhibitor Service Manual. This will entail completing Valley Expo's EAC form and submitting that 30 days prior to the move in date to set forth the identify and intended use of the EAC as well as specific insurance requirements.

REGARDING THE SHIPPING & HANDLING OF YOUR EXHIBIT FREIGHT: Due to strong union restrictions at the Hilton Chicago, it is highly recommended that you ship your freight in advance to Valley Expo's warehouse to avoid difficulties. The alternatives are:

- 1) Show Site Delivery to arrive to the Hilton Chicago on set-up day only, Wednesday, Sept. 9, and
- 2) Hand carrying of your own materials into the exhibit hall, which is are extremely restricted.

Please refer to the exhibitor service kit for specific details and/or reference the "Show Site Rules" section below.

All order forms for Valley Expo & Displays are in the Exhibitor Service Kit PDF. Furnishings can also be ordered via the Valley Expo & Display website ordering tool. The link and unique password will be provided to all exhibitors. Orders may be placed online, by fax or by email.

EARLY ORDER DISCOUNT DEADLINE IS AUGUST 19, 2015.

If you have **questions**, you may contact **Valley Expo's Exhibitor Services Department** at:

Phone: 1-877-332-4292

Fax: 1-815-873-1544

E-mail: events@valleyexpodisplays.com

Online Ordering: <http://valleyexpodisplays.boomerecommerce.com> (Valley Expo provides all exhibitors with an initial password that you then change.)

#2: Audio-Visual Equipment & Computers:

These services will be provided by ETS Audio-Visual. Their order forms are included in the Exhibitor Service Kit.

EARLY ORDER DISCOUNT DEADLINE IS AUGUST 21, 2015. If you have questions please contact Kim Gooch or Martha Bledsloe per below:

Phone: toll-free (U.S. and Canada) at 1-877-387-2850 or toll at 1-972-756-0100

Fax: 1-972-756-0123

E-mail: kgooch@ets-av.com or mbledsloe@ets-av.com

Online Ordering: www.ets-av.com/orders

#3: Internet/Phone Service & Electrical Power:

The Hilton Chicago will provide ISHRS attendees with **complimentary wireless internet service** throughout the meeting space, including the Exhibit Hall. However, if you require assured connection in your booth, you will want to order a dedicated line through the hotel.

You may also order any required electrical service through the hotel.

To order internet, phone or electrical service for your booth, you may do that online at:

<https://hiltonchicago.boomerecommerce.com>.

If you have questions, contact Jackie Washington, Sr. Events and Tradeshow Manager at the Hilton Chicago at:

Phone: 1-312-663-6529

E-Mail: jacqueline.washington@hilton.com.

► **Location of the Exhibition:**

Exhibits will be located in Stevens Salon A, on the Lower Level of the Hilton Chicago. This location is two floors below the General Session, which takes place in the Grand Ballroom.

► **Show Site Rules:**

Chicago is a strong union labor city with strict rules for tradeshow. Please review the information below carefully to assure you comply with union rules. (Please see the Exhibitor Service Kit – “Show Site Work Rules” for fuller detail.)

Exhibitors may perform the following functions as long as they are a full-time employee of the exhibiting company-

- Hand carry small items and pop-up displays into the Exhibit Hall. No hand trucks or carts are permitted.
- Install and dismantle displays in booths that are 10 ft. x 10 ft. or less than can be set-up by one person in ½ hour or less without the use of tools.
- Install graphics and small signs, and logos and graphics that are attached with pre-cut Velcro strips.
- Make technical/electrical connections and interwire equipment for computers providing the cables do not exceed 10 ft. in length.
- Perform simple electrical requirements, such as installing light bulbs.

► **Exhibit Space Dimensions & Details:**

Each single booth measures 8 feet deep x 10 feet wide.

Included in your fee of \$3,250 USD per booth is:

- The 8 feet deep x 10 feet wide exhibit area,
- The standard pipe and draped exhibit booth (the draping is black this year),
- A basic company ID sign showing company name, city, province/state and country,
- Janitorial services for the aisles only.
- Basic room lighting (note that no individual lights or electrical outlets are provided in the booth space for product lighting),
- Complimentary registration for up to four (4) company representatives, and
- Complimentary admittance to the Welcome Reception on Thursday evening, which will take place in the Exhibit Hall.

Note: Tickets to the Saturday Gala Dinner may be purchased via the Exhibitor Information Form provided with your confirmation. You can also access this form at <http://www.registration123.com/ishrs/23RDEXHIBITS>.

For anything additional, you will need to order it through Valley Expo & Displays or the applicable vendor, at your own expense.

► **Show Colors:**

The draping of your provided pipe & drape booth will be black.

► **Exhibit Area Carpeting:**

The exhibit area is carpeted – you are not required to rent carpeting for your booth unless you require a specific color.

► **Show Schedule:**

SET-UP:

Wednesday/September 9, 2015 1:00PM-7:00PM

SHOW HOURS:

Thursday/September 10, 2015 8:00AM- 7:30PM

Friday/September 11, 2015 8:00AM- 6:00PM

Saturday/September 12, 2015 8:00AM- 3:00PM

DISMANTLE:

Saturday/September 12, 2015 3:00PM-6:00PM

Exhibits must **NOT be disturbed, dismantled or removed before 3:00PM on Saturday, September 12, 2015. All exhibit materials must be fully removed from the exhibit area by 6:00PM on Saturday, September 12, 2015,** otherwise it will be rerouted at your own expense.

► **Hotel Reservations:**

Reservation information will be emailed to all registered exhibitors in May, when our group block opens.

The ISHRS has secured the following discounted group rates at the Hilton Chicago for the dates of Wednesday, September 2 through Wednesday, September 16, 2015, based on availability.

Run-of-House Standard Rooms: \$204 USD single/double occupancy, plus current taxes

Run-of-House Lake View Standard Rooms: \$224 USD single/double occupancy, plus current taxes

Executive Level Rooms: \$254 USD single/double occupancy, plus current taxes

All room rates are currently subject to 16.4% sales and hotel occupancy taxes, which is subject to change. Children under 18 years and younger may stay in their parent's or guardian's room at no charge in the existing bedding. The Hilton Chicago is a 100% non-smoking hotel.

Check-in time is 3:00PM and check-out time is 11:00AM.



Exhibitor Services

Dear **2015 ISHRS 23rd Annual Scientific Meeting** Exhibitor:

This Exhibitor Service Kit details important information to allow Valley Expo & Displays, Show Decorator, to help ensure your success at the **2015 ISHRS 23rd Annual Scientific Meeting**, at the **Hilton Chicago**, **September 10 - 12, 2015**.

VALLEY ONLINE ORDERING

For your convenience Valley Expo & Displays offers online ordering.

You can order your Valley services, view show schedule, and review your account information.

To place online orders you will be required to register with Valley Online.

If you received this Exhibitor Service Kit in an email, a direct link and your temporary password to online ordering were also included. Click on the link to be directed to our website and begin ordering. (<https://valleyexpodisplays.boomerecommerce.com>)

If you did not receive an email, visit, www.valleyexpodisplays.com. Click on "Register and get your Password Here" to request your online credentials. Fill out the required information and submit.

Once your request is processed you will receive an email with your login information. It may take up to two hours to generate your credentials. We appreciate your patience in advance.

HELPFUL HINTS

Order early and take advantage of the advance pricing to receive discounted rates.

Ship early to avoid delays. Shipments arriving late at show site will cost you money, time and business.

Please read each form carefully, and return them to the address shown on each form. Other suppliers may be used for some services (i.e. electrical) and orders with payment should be sent separately to them for those services.

Valley Expo & Displays does not take orders over the phone. All orders must be entered online (<https://valleyexpodisplays.boomerecommerce.com>) faxed (815-873-1544) or, emailed (events@valleyexpodisplays.com) by **September 5, 2015**.

Valley Expo & Displays will accept no orders without payment in full.

Please contact our *Exhibitor Services Department* at 877.332.4292, with any questions you may have.

Thank you for your business and we look forward to seeing you at the show!





Register Here for Online Ordering...

www.valleyexpodisplays.com

EMAIL: EVENTS@VALLEYEXPDISPLAYS.COM

FAX: 815.873.1544

GENERAL SHOW INFORMATION

2015 ISHRS 23rd Annual Scientific Meeting

Hilton Chicago, September 10 - 12, 2015

ADVANCED PRICE DEADLINE:
August 19, 2015

Valley Expo & Displays is the official general service contractor for this event. We will have clearly identifiable representatives on the show floor during set up to answer your questions. Prior to set up, please direct your questions to our exhibitor services department in our main office listed below. Our goal is to help you make your participation in this event a success!

This **Exhibitor Information Packet** contains shipping instructions for this event. **You can guarantee a smooth installation by completing these forms and sending them with payment to Valley Expo & Displays as soon as possible.**

Please read each form carefully, and return them to the address shown on **each** form. Sometimes other suppliers are used for some services (i.e.: electrical), and orders with payment should be sent separately to them for those services.

Please note: We strongly recommend that you pay for your services in advance using a credit card. This allows your representative at the show site to order additional needed furniture and equipment without having to arrange for payment on the show floor. Valley Expo & Displays will accept no orders without payment in full.

Official Contractor:	Valley Expo & Displays 4950 American Road Rockford, IL 61109	phone: (877) 332-4292 fax: (815) 873-1544 e-mail: events@valleyexpodisplays.com
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Booth Package: A standard 8' x 10' booth will include:

Black 8' Back Drape and 3' Side Drape
(1) 7" x 44" Identification Sign

Your exhibit area is carpeted with facility carpet.
Additional equipment and services may be ordered using the attached forms.

Important Schedule Information:

Advance Price Deadline:	Wednesday	August 19, 2015	
Exhibitor Move In:	Wednesday	September 9, 2015	1:00PM - 7:00PM
Show Hours:	Thursday	September 10, 2015	8:00AM - 7:30PM
	Friday	September 11, 2015	8:00AM - 6:00PM
	Saturday	September 12, 2015	8:00AM - 3:00PM
Exhibitor Move Out:	Saturday	September 12, 2015	3:00PM - *6:00PM

*Carriers must check in by 4:00PM

All the information you need is contained on the attached forms. If at any time you have questions, please call our Exhibitor Services Department at (877) 332-4292.





Register Here for Online Ordering...
 www.valleyexpodisplays.com
 EMAIL: EVENTS@VALLEYEXPDISPLAYS.COM
 FAX: 815.873.1544

**RECAP OF
 COST &
 PAYMENT**

2015 ISHRS 23rd Annual Scientific Meeting
Hilton Chicago, September 10 - 12, 2015

ADVANCED PRICE DEADLINE:
 August 19, 2015

One copy of this form with your credit card information, and all applicable order forms must be forwarded to Valley Expo & Displays at the address below. Advance prices apply only to orders received with payment in full by the advance price deadline date listed on the General Show Information sheet. All orders received afterward, or at the show site will be subject to floor rates. **We cannot accept phone orders**, however, you may fax your order to us, provided we have your complete, valid credit card information. No invoice or statement will be issued.

For your convenience, when you pay with a credit card, any additional charges incurred for equipment and services will be billed to your card. In any event, no services will be rendered until payment in full has been received.

Exhibitors who have applied for special billing considerations, and to whom credit is extended agree to pay as a service charge 1 - 1/2% per month (18% per annum) and to pay all costs of collection, including a reasonable attorney's fee on all charges not paid within 30 days of invoice date. Payment for labor and services ordered by the exhibitor, their display house or other third parties is the responsibility of the exhibitor. The undersigned (jointly or severally) hereby does primarily and unconditionally guarantee the payment and discharge at maturity of each and every obligation incurred by this designate or assigns (display house or third party agent) in such transaction and agrees in the event of default by such third party of any such obligation to pay and otherwise make good on demand by Valley Expo & Displays or its assigns at any time thereafter, any sums and obligations then owing by the exhibitor to Valley Expo & Displays. **50% Surcharge on all refunds. No refunds will be issued after 14 days from the last day of the event. NO EXCEPTIONS!**

Please complete all the blanks below:

SERVICES AND EQUIPMENT ORDERED

- \$ _____ Booth Furniture Order Form
- \$ _____ Grid Wall Order Form
- \$ _____ Booth Carpet Order Form
- \$ _____ Freight Handling Order Form
- \$ _____ Portable/Modular Display Rental Order Form
- \$ _____ Event Labor Order Form
- \$ _____ Forklift Service Order Form
- \$ _____ Booth & Exhibit Porter Service Order Form
- \$ _____ Sign & Banner Order Form

\$ _____ Total Now Due

Please provide the following information so we may credit your account properly.

Company Name _____ Booth # _____ Date _____

Billing Address _____ City & State _____ Zip _____

E-Mail Address _____ Name (please print) _____

Phone _____ Fax _____ Check No. (if paying by check) _____

___ Visa ___ MC ___ Amex Card Number _____ Exp. Date ___/___ CVC2 _____
3 digit or 4 digit code

(SIGNATURE REQUIRED BELOW ON ANY CREDIT CARD CHARGES)

X _____
 Cardholder Signature _____ Cardholder's Name (please print) _____

Please retain copies of all paperwork...Final invoices will be emailed after the show.

BOOTH NUMBER:

COMPANY NAME:



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 FAX: 815.873.1544

**THIRD
 PARTY
 BILLING**

2015 ISHRS 23rd Annual Scientific Meeting
Hilton Chicago, September 10 - 12, 2015

This form is to be used if you wish to have a Third Party handle your display, and be billed for services.

The Recap of Costs Payment Form should be completed by the Third Party to be billed for services, **however, we must also be provided with the Exhibiting Company's credit card information below for our files.** Unless otherwise requested, all charges incurred will be billed to the Third Party.

It should be understood that by signing this form or placing an order the Exhibiting Company agrees it is ultimately responsible for payment of charges. **If your Third Party does not pay all charges in full before the end of the show, all charges will revert to the exhibiting company, due on receipt.**

All information below must be completed by the respective parties:

Third Party Information

 Third Party

 Billing Address

 City State Zip

 Phone Fax

X

 Authorized Signature

 Print Authorized Name

 EMAIL ADDRESS

Exhibiting Company Information

 Exhibiting Company

 Billing Address

 City State Zip

 Phone Fax

X

 Authorized Signature

 Print Authorized Signature

 EMAIL ADDRESS

Please indicate any services that should **not** be billed to the Third Party:

Exhibiting Company's credit card information:

___ Visa ___ MC ___ Amex ___ / ___ Exp. Date ___ CVC2
Last 3 digits on back of card, 4 digits on front of AMX

Account #: _____

X

 Cardholder's Signature

 Print Cardholder's Name

 Cardholder's Billing Address City State Zip



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 FAX: 815.873.1544

**EXHIBITOR
 APPOINTED
 CONTRACTOR**

2015 ISHRS 23rd Annual Scientific Meeting

Hilton Chicago, September 10 - 12, 2015

AUTHORIZATION FORM

NAME OF SHOW _____

COMPANY NAME _____

ADDRESS _____

(STREET)

(CITY)

(STATE)

(ZIP)

PHONE # _____ FAX # _____

ORDERED BY _____ TITLE _____

SIGNATURE _____ DATE _____

E-MAIL ADDRESS _____

If your company plans to use a contractor, which is not the official service contractor as designated by Show Management, please complete this form and mail to the address listed above.

Company Name: _____ Booth No: _____

Contact At Show: _____

Exhibitor Appointed Contractor: _____

Address of Contractor: _____

Phone Number of Contractor: _____

Email Address of Contractor: _____

Type of Service to be performed: _____

Inform your **Exhibitor Appointed Contractor** that they **must** send a copy of their General Liability Insurance Certificate no later than **30 days** prior to the first day of exhibitor move-in or they will not be permitted to service your exhibit.

It is the responsibility of the exhibitor to see that each representative of an Exhibitor Appointed Contractor abides by the official rules and regulation of this event.

This form must be received 30 DAYS PRIOR TO THE FIRST DAY OF EXHIBITOR MOVE-IN.

BOOTH NUMBER: _____

COMPANY NAME: _____



2015 ISHRS 23rd Annual Scientific Meeting

Hilton Chicago, September 10 - 12, 2015

EXHIBITOR APPOINTED CONTRACTORS

Exhibitors may employ the service of independent contractors to install and dismantle their display, providing the Exhibitor and the installation and dismantling contractor comply with the following requirements:

1. The exhibitor must notify Show Management and Valley Expo & Displays of the intention to utilize an independent contractor no later than 30 days prior to the first day of move-in, furnishing the name, address and telephone number of the firm.
2. The Exhibitor shall provide evidence that the Exhibitor Appointed Contractor has proper certificates of insurance with at least the minimum as described below, unless Show Management requires more.
 - a. Comprehensive General Liability not less than \$1,000,000 with respect to injuries to any one person in an occurrence.
 - b. \$2,000,000 with respect to injuries to more than one person in any occurrence.
 - c. Workers' Compensation Insurance including employee liability coverage in the minimum amount not less than \$1,000,000 of individual and/or aggregate coverage and/or statutory limitation.
 - d. **Valley Expo & Displays and Show Management must be named as additional insureds.**
3. The exposition floor, aisles, loading docks, service and storage areas will be under the control of the Official Service Contractor, Valley Expo & Displays.
4. For services such as electrical, plumbing, telephone, and cleaning and drayage, no contractor other than the Official Service Contractor will be approved. This regulation is necessary due to licensing, insurance, and work done on equipment and facilities owned by parties other than the Exhibitor. Exhibitors shall provide only the material and equipment they own and is to be used in their exhibit space.
5. The Exhibitor Appointed Contractor:
 - a. Must agree to abide by all rules and regulations of the show, as outlined in this exhibitor kit, including all union rules and regulations.
 - b. Will share with Valley Expo & Displays all reasonable costs related to its operation, including but not limited to overtime pay for stewards, restoration of exhibit space to its initial condition.
 - c. Must furnish Show Management and Valley Expo & Displays with the names of all on-site employees who will be working on the exposition floor and see that they have and wear at all times necessary identification badges as determined by Show Management.
 - d. Shall be prepared to show evidence that it has a valid authorization from the Exhibitor for services. The exhibitor Appointed Contractor may not solicit business on the exhibit floor.
 - e. Must confine its operations to the exhibit area of its clients. No service desks, storage areas, or other work facilities will be located anywhere in the building. The show aisles and public space are not a part of the Exhibitor's booth space and must be kept clear.
 - f. Shall provide, if requested, evidence to Valley Expo & Displays that it possesses applicable and current labor contracts and must comply with all labor agreements and practices. The Exhibitor Appointed Contractor must not commit or allow to be committed by persons in its employment any acts could lead to work stoppages, strikes, or labor problems.
 - g. Must coordinate all of its activities with Valley Expo & Displays.
 - h. Must comply with all reasonable rules and regulations of the venue, Show Management and Official Service Contractor in order to create a safe work environment. A failure to do so can result in a delay or termination of your right to continue if the condition cannot be corrected.
6. All information must be received by Valley Expo & Displays' office no later than 30 days prior to the first day of move-in.

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 valleyexpodisplays.com



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 www.valleyexpodisplays.com
 EMAIL: EVENTS@VALLEYEXPDISPLAYS.COM
 FAX: 815.873.1544

**BOOTH
 FURNITURE**

2015 ISHRS 23rd Annual Scientific Meeting

Hilton Chicago, September 10 - 12, 2015

ADVANCED PRICE DEADLINE:
 August 19, 2015

Orders with payment in full must be received by August 19, 2015, for Advance Prices.

All orders subject to availability of equipment. Prices include delivery to booth, set up and removal. All equipment remains property of Valley Expo & Displays. No orders will be accepted without payment in full. **Orders refused after delivery to booth will be subject to a 100% service charge. Thank you for your order!**

Be sure to indicate skirting color . Orders received without color indicated will receive Foreman's choice.

Skirting Color Selection: Blue White Gold Green Black Burgundy Red Teal Silver
 Purple

Skirted Tables	Quantity	Advance	Floor	Total
4' L x 30" H		\$ 134.15	\$ 174.40	
6' L x 30" H		\$ 172.30	\$ 224.00	
8' L x 30" H		\$ 208.55	\$ 271.15	
4' L x 42" H		\$ 167.70	\$ 218.05	
6' L x 42" H		\$ 207.25	\$ 269.45	
8' L x 42" H		\$ 240.10	\$ 312.15	

Plain Tables	Quantity	Advance	Floor	Total
4' L x 30" H		\$ 45.15	\$ 58.70	
6' L x 30" H		\$ 59.95	\$ 77.95	
8' L x 30" H		\$ 71.15	\$ 92.50	
4' L x 42" H		\$ 76.70	\$ 99.75	
6' L x 42" H		\$ 90.50	\$ 117.65	
8' L x 42" H		\$ 102.60	\$ 133.40	
30" x 13' Skirting Only (4th Side)		\$ 42.75	\$ 94.60	
42" x 13' Skirting Only (4th Side)		\$ 56.80	\$ 73.85	
White Vinyl, 8' Long (tabletop covering)		\$ 22.50	\$ 29.25	

Cocktail Tables	Quantity	Advance	Floor	Total
30" Round, 30" High		\$ 213.15	\$ 277.10	
30" Round, 42" High		\$ 219.20	\$ 285.00	

Chairs	Quantity	Advance	Floor	Total
Folding Chair		\$ 103.50	\$ 134.55	
Black Contour Chair		\$ 216.65	\$ 281.65	
Padded Chair		\$ 145.20	\$ 188.80	
Bar Stool with Back		\$ 231.55	\$ 301.05	

Miscellaneous	Quantity	Advance	Floor	Total
Tripod Adjustable Easel		\$ 47.90	\$ 62.30	
Wastebasket		\$ 13.95	\$ 18.15	
Garment Rack		\$ 125.45	\$ 163.10	
Bag Stand		\$ 90.45	\$ 117.60	
3' Drape (Side) per LnFt		\$ 21.75	\$ 28.30	
8' Drape (Back) per LnFt		\$ 29.60	\$ 38.50	
Literature Stand		\$ 220.20	\$ 286.30	
Table Riser 1' x 1' x 4 White Skirted		\$ 54.40	\$ 70.75	
Posterboard 4' x 8' Horizontal/Vertical (circle one)		\$ 258.70	\$ 336.35	

Subtotal
9% Rental Tax
Total \$

BOOTH NUMBER:

COMPANY NAME:

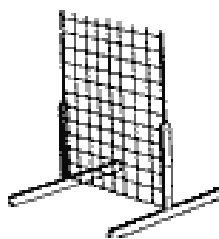
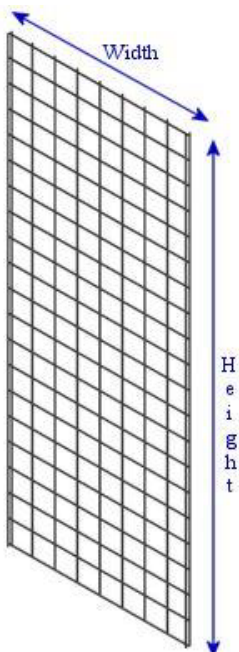



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 ADVANCED PRICE DEADLINE:
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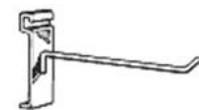
Item Description	Quantity	Advanced Pricing	Floor Pricing	Total
PANELS				
2' w x 4' h Panel		\$ 69.10	\$ 89.85	
2' w x 6" h Panel		\$ 82.50	\$ 107.25	
2' w x 8' h Panel		\$ 103.10	\$ 134.05	
BASES				
"T" Base, per set		\$ 44.00	\$ 57.20	
SHELVES				
24" w/shelf brackets		\$ 19.10	\$ 24.85	
48" w/shelf brackets		\$ 38.20	\$ 49.70	
MOUNTING				
6 Ball Waterfall		\$ 32.30	\$ 42.00	
Hang Rail		\$ 13.95	\$ 18.15	
Picture Hanger		\$ 2.70	\$ 3.55	
Hat Display		\$ 6.75	\$ 8.80	
Peg Hook (4", 6", 12")		\$ 3.40	\$ 4.45	
			Subtotal	
			9% Rental Tax	
			Order Total	\$



"T" Base



Picture Hanger



Peg Hook



Hat Display



6 Ball Waterfall



Hang Rail



Shelf



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Register Here for Online Ordering...
www.valleyexpodisplays.com
 EMAIL: EVENTS@VALLEYEXPODISPLAYS.COM
 FAX: 815.873.1544

**BOOTH
 CARPET**

2015 ISHRS 23rd Annual Scientific Meeting
Hilton Chicago, September 10 - 12, 2015

ADVANCED PRICE DEADLINE:
 August 19, 2015

Orders with payment in full must be received by August 19, 2015, for Advance Prices. Your area is carpeted with facility carpet, any carpet ordered will go on top of existing carpet. All orders subject to availability of equipment. Prices include delivery to booth, set up and removal. All equipment remains property of Valley Expo & Displays. No orders will be accepted without payment in full. **Orders refused after delivery to booth will be subject to a 100% service charge. Thank you for your order!**

Standard carpet rental includes installation, front edge taping and pickup at the close of the show. If carpet is ordered in multiples of two or more, the carpets are not guaranteed to be a color match. **Carpet orders received without color indicated will receive Foreman's choice.**

Carpet Color Selection: Blue Green Black Burgundy Red Gray

Standard Carpet	Quantity	Advance	Floor	Total
9' x 10'		\$ 234.00	\$ 304.20	
9' x 20'		\$ 467.75	\$ 608.10	
9' x 30'		\$ 701.80	\$ 912.35	
Additional taping per foot	LnFt	\$ 1.35	\$ 1.75	

Carpet price includes taping front aisle edge only

Carpet Color Selection: Blue Green Black Burgundy Red Gray

Custom Carpet - Booths Larger than 30'	Quantity	Advance	Floor	Total
Carpet Size _____ x _____ =	SqFt	\$ 3.60	\$ 4.70	

Custom size booth carpet is available in 10' widths only. This carpet is cut specifically to your booth measurements. Rental includes installation, all necessary taping, and pick up at the close of the show. Include a layout for carpet installation if your carpet is different from your booth size. If you require additional carpet to cover steps, skids, or display fixtures, please include a floorplan and a quotation will be forwarded to your before we proceed.

Carpet Color Selection: Blue Green Black Burgundy Red Gray

Luxury Booth Carpet	Quantity	Advance	Floor	Total
Carpet Size _____ x _____ =	SqFt	\$ 4.95	\$ 6.45	

This luxurious carpet is cut specifically to your booth measurements. Rental includes installation, all necessary taping, plastic covering for your protection and pickup at the close of the show. Include a layout for carpet installation if your carpet is different from your booth size. If you require additional carpet to cover steps, skids, or display fixtures, please include a floorplan and a quotation will be forwarded to your before we proceed. Purchase options are available. Samples are available upon request.

Foam Padding and Visqueen	Quantity	Advance	Floor	Total
Padding	SqFt	\$ 1.15	\$ 1.50	
Visqueen	SqFt	\$ 0.50	\$ 0.65	

Subtotal
 9% Rental Tax
Total \$

BOOTH NUMBER:

COMPANY NAME:



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SHIPPING
INFORMATION

2015 ISHRS 23rd Annual Scientific Meeting

Hilton Chicago, September 10 - 12, 2015

Please read this information carefully, and call us if you have questions.

Freight Handling Charges: Valley Expo & Displays is prepared to receive your freight in advance at one of our warehouse locations, or directly at the show site. **All shipments must be sent prepaid; collect freight shipments will be refused.** Valley Expo freight handling charges are based on incoming weight, rounded up to the nearest 100 lbs. For rates and schedule information that apply to this convention, please refer to the **Freight Handling Order Form**.

Exhibitors are responsible for crating and uncrating of their own product.

Advance Shipments:

- A. Receiving at our warehouse up to 30 days prior to the first day of move in
- B. Delivery to your exhibit booth
- C. Storage of empty containers, and return of empty containers to your booth
- D. Reloading freight for outbound shipping

Please complete your bill of lading, and label your shipment as follows:

EXHIBITING COMPANY NAME
 BOOTH NUMBER
2015 ISHRS 23rd Annual Scientific Meeting
 YRC FREIGHT
 C/O VALLEY EXPO & DISPLAYS
 2000 LINCOLN HIGHWAY
 CHICAGO HEIGHTS, IL 60411

First day freight will be accepted at advance location: **8/18/15**

Last day freight will be accepted: **9/8/15**

Direct Shipments to the Show Site:

- A. Receiving at the show site, and delivery to your exhibit booth
- B. Storage of empty containers
- C. Return of empty containers to your booth
- D. Reloading for outbound shipment

Please complete your bill of lading, and label your shipment as follows:

EXHIBITING COMPANY NAME
 BOOTH NUMBER
2015 ISHRS 23rd Annual Scientific Meeting
 HILTON CHICAGO
 C/O VALLEY EXPO & DISPLAYS
 720 S MICHIGAN AVE
 CHICAGO, IL 60605

Do not send shipments to arrive in advance of 9/9/15 to the show site. The facility has no means of storage, and will refuse your shipment.

Days freight will be accepted at show site: **9/9/15; 1:00PM - *7:00PM**
 *Drivers must check in by 6:00PM

Authorization To Provide Freight Services: By completing the Freight Handling Order Form, it is understood that Valley Expo & Displays and its subcontractors do not automatically insure materials, that insurance, if any, shall be arranged by the Exhibitor and the amounts payable to Valley Expo & Displays for drayage services are based on the value of the material handling services and the scope of Valley Expo & Displays liability as herein set forth. The amounts payable to Valley Expo & Displays are unrelated to the value of the Exhibitor's property being handled by Valley Expo & Displays or its subcontractor. It is impractical and extremely difficult to fix the value of each shipment handled by Valley Expo & Displays or its subcontractors. It is agreed therefore that if Valley Expo & Displays or its subcontractors should be found liable for loss or damage to Exhibitor's materials, the liability shall be limited to the specific article that was physically lost or damaged. Such liability shall be limited to a sum equal to 30 cents per pound per article, with a maximum liability of \$500 per item, or \$1,000 per shipment, whichever amount shall be less, as agreed upon damages bit as a penalty, and such agreed upon damages shall be the Exhibitors exclusive remedy. Exhibits left on exhibit floor without return instructions will be returned to our warehouse and held for disposition at an additional charge. Valley Expo & Displays will not be responsible for condition, count or content until such time as exhibits or materials are picked up for removal after the close of the exhibition.

Make certain all your material is properly insured against fire, theft and all hazards while in transit to and from your booth and for the duration of the exhibition.

The Freight Handling Order Form must be completed and returned with payment to Valley Expo & Displays before exhibit freight will be handled!



<h1>RUSH</h1>
EXHIBITOR MATERIAL

FROM:

ADVANCE SHIPMENT

TO:

EXHIBITING COMPANY

2015 ISHRS 23rd Annual Scientific Meeting

SHOW NAME

BOOTH NUMBER

C/O VALLEY EXPO & DISPLAYS
 YRC TRANSPORTATION
 2000 LINCOLN HIGHWAY
 CHICAGO HEIGHTS, IL 60411

*Shipment Should Arrive Between:
 August 18, 2015 thru September 8, 2015*

CERTIFIED WEIGHT TICKETS ARE REQUIRED FOR ALL SHIPMENTS. Drivers must check in by 2:30 pm to be guaranteed same day unloading. Warehouse receiving hours are MON-FRI, 9:00am - 3:00pm.

Carrier _____
 Number _____ of _____ pieces

<h1>RUSH</h1>
EXHIBITOR MATERIAL

FROM:

ADVANCE SHIPMENT

TO:

EXHIBITING COMPANY

2015 ISHRS 23rd Annual Scientific Meeting

SHOW NAME

BOOTH NUMBER

C/O VALLEY EXPO & DISPLAYS
 YRC TRANSPORTATION
 2000 LINCOLN HIGHWAY
 CHICAGO HEIGHTS, IL 60411

*Shipment Should Arrive Between:
 August 18, 2015 thru September 8, 2015*

CERTIFIED WEIGHT TICKETS ARE REQUIRED FOR ALL SHIPMENTS. Drivers must check in by 2:30 pm to be guaranteed same day unloading. Warehouse receiving hours are MON-FRI, 9:00am - 3:00pm.

Carrier _____
 Number _____ of _____ pieces

<h1>RUSH</h1>
EXHIBITOR MATERIAL

FROM:

DIRECT SHIPMENT

TO:

EXHIBITING COMPANY

2015 ISHRS 23rd Annual Scientific Meeting

SHOW NAME

BOOTH NUMBER

C/O VALLEY EXPO & DISPLAYS
CHICAGO HILTON
720 SOUTH MICHIGAN AVENUE
CHICAGO, IL 60605

**Shipment Should Arrive:
September 9, 2015; 1:00PM – 7:00PM**

CERTIFIED WEIGHT TICKETS ARE REQUIRED FOR ALL SHIPMENTS.

Carrier _____
Number _____ of _____ pieces

<h1>RUSH</h1>
EXHIBITOR MATERIAL

FROM:

DIRECT SHIPMENT

TO:

EXHIBITING COMPANY

2015 ISHRS 23rd Annual Scientific Meeting

SHOW NAME

BOOTH NUMBER

C/O VALLEY EXPO & DISPLAYS
CHICAGO HILTON
720 SOUTH MICHIGAN AVENUE
CHICAGO, IL 60605

**Shipment Should Arrive:
September 9, 2015; 1:00PM – 7:00PM**

CERTIFIED WEIGHT TICKETS ARE REQUIRED FOR ALL SHIPMENTS.

Carrier _____
Number _____ of _____ pieces



Exhibit Services

Simply reliable success





YRC is ready to customize transportation solutions for any exhibit shipment, any size load.

With increased reliability, quality and speed, YRC gives you the freedom to choose the level and speed of service most appropriate for your shipment. YRC offers Guaranteed Precision™, Expedited Precision™ and Sealed Exhibit™ security. Specialized Solutions™ and caravan services deliver efficient transportation from show to show.

Shipment visibility provides additional peace of mind. Enjoy the transportation management tools on my.yrc.com, and gain online control of your shipment from start to finish.

Be Confident. It's a YRC Delivery.™

The show must go on

And so will your business, with the confidence to focus on your customers, not the whereabouts of your tradeshow booth. YRC is the first and only provider to offer customers a **free inbound guarantee.*** Be confident your booth will arrive on time with YRC.

Gain the on-site advantage

Move in, set up and move out. It's simple when you work with the exhibit experts. YRC professionals are at the big trade shows, ensuring your materials arrive on time and depart quickly – so you don't miss the next tradeshow deadline.

Secure success

YRC guarantees safe delivery with our patented Sealed Exhibit™ protection and security solution. Pay for only the space your shipment occupies. Your exhibit is sealed behind a locked partition and is protected from pickup through delivery to the show site.

* Subject to applicable tariffs and Rules and Conditions publications.

yrc.com | 800.531.EXPO (3976)
exhibit.services@yrcw.com



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FAX: 815.873.1544

**INBOUND
SHIPPING TIPS**

2015 ISHRS 23rd Annual Scientific Meeting
Hilton Chicago, September 10 - 12, 2015

Valley recommends that exhibit materials be shipped to the warehouse address published in this kit rather than directly to the Hotel.

Storage space is limited at the hotel and current union jurisdictions prevent hotel personnel from delivering material to exhibit booths.

Freight arriving directly at the hotel will either be diverted to the warehouse, or held for Valley to deliver to the appropriate exhibit booth on the first day of set up. Published rates will apply for this service.

Any questions regarding shipping or pre-planning can be directed to Valley Customer Service at 815.873.1500.

Thank You,

Valley Expo & Displays



2015 ISHRS 23rd Annual Scientific Meeting

Hilton Chicago, September 10 - 12, 2015

As the official service contractor, Valley Expo & Displays is the exclusive provider of freight services. Material handling includes unloading your exhibit material, storing up to 30 days in advance at the warehouse address, delivering to the booth, the handling of empty containers to and from storage, and removing of material from the booth for reloading onto outbound carrier. It should not be confused with the cost to transport your exhibit material to and from the convention or event. You have two options for shipping your advance freight—either to the warehouse or directly to show site (if applicable).

Shipping to the Advanced Warehouse

- We may accept freight up to 30 days prior to show move-in. Please check the Freight Handling page for specific dates.
- To ensure timely arrival of your materials at show site, freight should arrive by the deadline date listed on the Shipping Information page. Your freight will still be received after the deadline date, but additional charges will be incurred.
- The warehouse will receive shipments Monday through Friday, except holidays.
- The warehouse will accept crates, cartons, skids, trunks/cases and carpets. Loose or pad-wrapped material must be sent directly to show site.
- All shipments must have a bill of lading or delivery slip indicating the number of pieces, type of merchandise and weight.
- Certified weight tickets must accompany all shipments.
- Warehouse freight will be delivered to the booth prior to exhibitor setup.
- Please call our Exhibitor Services Department at 877.332.4292 if you want to ship oversized material that requires special equipment to the warehouse.

Shipping to Show Site

- Please refer to the Shipping Information page for the specific dates and times direct freight will be accepted.
- All shipments must have a bill of lading or delivery slip indicating the number of pieces, type of merchandise and weight.
- Certified weight tickets must accompany all shipments.

Prepaid or Collect Shipping Charges

- Collect shipments will be returned to the delivery carrier.
- To ensure that your freight does not arrive collect, mark your bill of lading "prepaid".
- "Prepaid" designates that the transportation charges will be paid by the exhibitor or a third party.

Labeling Your Freight

- The label should contain the exhibiting company name, the booth number and the name of the event.
- The specific shipping address for either the advance warehouse or show site is located on the Shipping Information page.

Estimating Material Handling Charges

- Charges will be based on the weight of your shipment. Each shipment received is considered separately. The shipment weight will be rounded to the next 100 lbs. Each 100 lbs. is considered one "cwt" (one hundred weight). All shipments are subject to reweigh.
- On the Freight Handling order form, select whether the freight will arrive at the warehouse or be sent directly to show site (if applicable).
- Next, select the category that best describes your shipment. There are three categories of freight:
 - Crated:** material that is skidded or is in any type of shipping container that can be unloaded at the dock with no additional handling required.
 - Special Handling:** material delivered by the carrier in such a manner that it requires additional handling, such as ground loading, stacked or constricted space, unloading, designated piece unloading, loads mixed with pad-wrapped material, loads failing to maintain shipping integrity, carpet or labor to unload. **Federal Express, UPS Ground, and DHL** are included in this category due to their delivery procedures.
 - Uncrated:** material that is shipped loose or pad-wrapped, and/or unskidded machinery without proper lifting bars or hooks.
- Add overtime charges for inbound if material is delivered to the booth during the overtime period. This includes both warehouse and show-site shipment.
- Add overtime charges for outbound if material is loaded onto the outbound carrier during the overtime period.
- Add the late delivery charge listed on the Freight Handling order form if material is loaded onto the outbound carrier during the overtime period.
- Add the late delivery charge listed on the Freight Handling order form if the shipment is accepted at the warehouse or at show site after the deadline date.
- Shipments received without receipts or freight bills, such as UPS and Federal express, will be delivered to the booth without guarantee of piece count or condition.

Empty Containers

- Pick up "Empty Labels" at the Valley Service Desk. Place a label on each container. Labeled containers will be picked up periodically and stored in a non-accessible storage during the show.
- At the close of the show, the empty containers will be returned to the booth in random order. Depending on the size of the show, this process may take several hours.

Protecting Materials

- Consistent with trade show industry practices, there may be a lapse of time between the delivery of your shipment(s) to your booth and your arrival. The same is true for the outbound phase of the show-time between your departure and the actual pickup of your materials. During these times, your materials will be left unattended. We recommend that you arrange for a representative to stay with your materials or that you hire security services to safeguard your materials.

Shipping Materials After the Close of Show

- Each shipment must have a completed Bill of Lading in order to ship materials from the show. All pieces must be labeled individually. Bill of Ladings are available at the Valley Service Desk at show site.
- After materials are packed, labeled and ready to be shipped, the completed Bill of Lading must be turned in at Exhibitor Services. Do not leave this in your booth with your shipment.
- Call your designated carrier with pick-up information. Please refer to the General Information page for specific dates and times. In the event your carrier fails to show on final move-out day, your shipment will be rerouted to Valley Expo & Displays' carrier of choice at exhibitor's expense.
- For your convenience, the show-recommended carrier may be on site to handle outbound transportation.



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Hilton Chicago, September 10 - 12, 2015

Special handling applies to shipments that are loaded by cubic space and/or packed in such a manner as to require additional labor/handling, such as ground loading, constricted space loaded, designated piece unloading, carpet/pad only shipments or stacked shipments. Also included are shipment integrity, alternate delivery locations, mixed shipments and shipments without individual bills of lading. Shipments loaded in this manner require additional time, labor, or equipment to unload, sort and deliver.

Ground Loading/Unloading

Vehicles that are not dock height, preventing the use of loading docks, such as U-hauls, flat bed trailers, double drop trailers, company vehicles with trailers that are not at dock level, etc.

Constricted Space Loading/Unloading

Trailer loaded "high and tight" shipments that are not easily accessible. Freight is loaded to full capacity of trailer—top to bottom, side to side. One example of this is freight loaded down one side of a trailer that must be by-passed to reach target freight.

Designated Piece Loading/Unloading

Drivers that require the loading crew to bring multiple pieces of the freight to the rear of the trailer to select the next piece, having to remove freight from the trailer then reload to fit the trailer that must be loaded in a sequence to ensure all items fit.

Stacked Shipments

Shipments loaded in such a manner requiring multiple items to be removed to ground level for delivery to booth. Stacked or "cubed out" shipments, loose items placed on top of crates and/or pallets constitute special handling.

Shipment Integrity

Shipment integrity involves shipments on a carrier that are intermingled, or delivered in such a manner that additional labor is needed to sort through and separate the various shipments on a truck for delivery to our customers.

Alternate Delivery Location

Alternate Delivery Location refers to shipments that are delivered by a carrier that requires us to deliver some shipments to different levels in the same building or to other buildings in the same facility.

Mixed Shipments

Mixed shipments are defined as shipments of mixed crated and uncrated goods, where the percentage of uncrated is minimal and does not warrant the full uncrated rate for the shipment, but does require special handling. Valley defines special handling for mixed loads as having less than 50% of the volume as uncrated.

No Documentation

Shipments arrive from a small package carrier (including, among others, Federal Express, UPS Ground, Airborne Express and DHL) without an individual Bill of Lading, requiring additional time, labor and equipment to process.

Carpet Only Shipments

Shipments that consist of carpet and/or carpet padding only require special handling because of additional labor and equipment to unload.

Crated vs. Uncrated Shipments

Crated shipments are those that are packed in any type of shipping container that can be unloaded at the dock with no additional handling required. Such containers include crates, fiber cases, cartons, and properly stacked skids. An uncrated shipment is material that is shipped loose or pad wrapped, and/or unskidded without proper lifting bars and hooks.





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FREIGHT HANDLING

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This Freight Handling Form must be completed and returned with payment to Valley Expo & Displays before your freight will be handled. Immediately upon shipping, please forward a copy of your freight bill of lading to us. Exhibitor shipments by carriers not giving delivery receipts or bill of lading, such as UPS, FedEx or US Postal Service, will be accepted and delivered to your booth space with no guarantee of piece count or condition. No liability whatsoever will attach to Valley Expo & Displays for those shipments. Valley Expo & Displays assumes no liability for lost or damaged items stored during any event.

FREIGHT HANDLING SERVICES

Crated: Material that is skidded or is in any type of shipping container that can be unloaded at the dock with no additional handling required.
Special Handling: Material delivered by a carrier in such a manner that it requires additional handling, such as ground unloading, stacked or constricted space unloading, designated piece unloading, shipment integrity, alternate delivery location, loads mixed with pad wrapped material, carpet and/or pad only shipments, no documentation and shipments that require additional time, equipment or labor to unload.
Uncrated: Material that is shipped loose or pad-wrapped, and/or skidded machinery without proper lifting bars or hooks.
Federal Express, UPS Ground, & DHL are included in this category due to their delivery procedures.
Straight Time : 8:00 AM to 4:30 PM Monday through Friday
Overtime: 4:30 PM to 8:00 AM Monday through Friday; All day Saturday
Double Time: All day Sunday and Holidays
 (Overtime/Double Time will be applied to all freight received at the warehouse and/or show site that must be moved into or out of booth during above listed times)

WAREHOUSE SHIPMENT (200lbs. Minimum Per Shipment)

Valley is unable to receive flatbed shipments or any single piece weighting over 5,000 pounds at the Advance Warehouse.

Crated or Skidded Shipment			Special Handling Shipment		
Rate Classification	Per CWT	200lbs Min.	Rate Classification	Per CWT	200lbs Min.
Standard Rate	\$131.55	\$263.10	Standard Rate	\$171.05	\$342.10

Shipments delivered to the Warehouse after deadline date of 9/8/2015 will incur a \$33.15 surcharge per CWT

SHOWSITE SHIPMENT (200lbs. Minimum Per Shipment)

Crated or Skidded Shipment			Special Handling Shipment			Uncrated or Pad Wrapped Shipment		
Rate Classification	Per CWT	200lbs Min	Rate Classification	Per CWT	200lbs Min	Rate Classification	Per CWT	200lbs Min
Standard Rate	\$119.70	\$239.40	Standard Rate	\$155.65	\$311.30	Standard Rate	\$186.80	\$373.60

Shipments delivered to the Show Site after deadline date of 9/9/2015 will incur a \$34.65 surcharge per CWT

ADDITIONAL SURCHARGES (In addition to the above rates)

Crated or Skidded Shipment			Special Handling Shipment			Uncrated or Pad Wrapped Shipment		
Surcharge Classification	Per CWT	200Lbs Min	Surcharge Classification	Per CWT	200Lbs Min	Surcharge Classification	Per CWT	200Lbs Min
Overtime Inbound and/or Outbound	\$34.65	\$69.30	Overtime Inbound and/or Outbound	\$45.00	\$90.00	Overtime Inbound and/or Outbound	\$51.95	\$103.90
Double Time Inbound and/or Outbound	\$69.25	\$138.50	Double Time Inbound and/or Outbound	\$90.05	\$180.10	Double Time Inbound and/or Outbound	\$103.90	\$207.80

SMALL PACKAGE (Maximum weight is 50lbs. Per Shipment)

First Carton	Each Additional Carton
\$46.35	\$11.30

Shipments delivered after deadline date listed above, will incur a \$12.40 surcharge for the first carton and \$2.55 for each additional carton

Please understand that your calculation is only an estimate. Invoicing will be done from the actual weight. Adjustments will be made accordingly.

SMALL PACKAGE - ESTIMATE OF FREIGHT HANDLING CHARGES

Total # of Carton in Shipment	TOTAL ESTIMATE
_____ First Carton + _____ # of Additional Cartons =	\$ _____

ESTIMATE OF FREIGHT HANDLING CHARGES (200LBS MINIMUM PER SHIPMENT)

Shipment Will Be Sent To	Approximate Weight of Shipment (rounded to the nearest 100)	X CWT (Weight of Shipment ÷ 100 = CWT)	+ Additional Surcharges	TOTAL ESTIMATE
<input type="checkbox"/> Warehouse	LBS.			
<input type="checkbox"/> Show site				\$ _____

Consolidate shipments when total weight is less than 200 lbs. It can save you money! For example:
 3 Separate Shipments: 60 lbs. charged @ 200 lbs. \$ 263.10
 52 lbs. charged @ 200 lbs. \$ 263.10
 65 lbs. charged @ 200 lbs. \$ 263.10 = \$789.30
 1 Consolidated Shipment: 3 pieces (1 shipment) 177 lbs. charged @ 200 lbs. = \$263.10
Added benefit - your shipments are less likely to get misplaced if they are packaged together w/larger items

Outbound shipments from your booth: Exhibitor routings on outbound shipments will be honored when possible. However, we reserve the right to reroute as necessary. All outbound shipments must be tendered with a Bill of Lading. If you prefer to assign your own carrier to handle outbound shipping, you must have your carrier check-in by the designated time. Copies of any outbound shipping forms should be left at our service desk. In the event the designated carrier fails to pick up by the specified time, such shipments will be rerouted by Valley Expo & Displays. Specified (freight force) time can be obtained at the Valley Service Desk or by calling customer service.

**** In any event, do not simply abandon your freight! Our representative on site must be given the appropriate paperwork and outbound shipping instructions****

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**This show moves out on Overtime and is subject to Additional Surcharges for shipments

BOOTH NUMBER: _____

COMPANY NAME: _____



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Hilton Chicago, September 10 - 12, 2015

**ALL EXHIBITORS SHIPPING FREIGHT
MUST RETURN THIS FORM**

1. Estimate total number of pieces being shipped:

- _____ Crated
- _____ Uncrated
- _____ Machinery
- _____ Total

2. Indicate total number of trucks in each category that you will use:

- _____ Van Line
- _____ Common Carrier
- _____ Flatbed
- _____ Company Truck
- _____ Overseas Container

3. List carrier name(s):

4. If using a Customs Broker, please print name:

Phone _____

5. Print the name of person in charge of your move-in:

Phone _____

6. What is the minimum number of days required to set your displays?

7. What is the weight of the single heaviest piece that must be lifted?

_____ Lbs.

8. What is the total weight of your exhibit or equipment being shipped?

_____ Lbs.

9. Is there any special handling equipment required to unload your exhibit materials, i.e. extended forklift blades, special slings, lifting bars, etc.?

It is the responsibility of the Exhibitor to provide proper special handling instructions. Failure to provide these instructions will result in the elimination of any liability for loss or damage by Valley Expo & Displays.

DIRECT SHIPMENTS ONLY:

1. What date and time are you scheduling your shipment(s) to arrive on-site?

BOOTH NUMBER: _____
COMPANY NAME: _____



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**PORTABLE
 MODULAR
 DISPLAY RENTAL**

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Hilton Chicago, September 10 - 12, 2015

ADVANCED PRICE DEADLINE:
 August 19, 2015

Orders with payment in full must be received by August 19, 2015, for Advance Prices. All orders subject to availability of equipment. Prices include delivery to booth, set up and removal. All equipment remains property of Valley Expo & Displays. No orders will be accepted without payment in full. **Orders refused after delivery to booth will be subject to a 100% service charge. Thank you for your order!**

Graphics: Headers do not include graphics. Headers can be one color or full four color digital process. There are several graphic options. Headers, Small panels, Backlit panels, Full length panels. Design is available and all proofing can be done via Email. Call (877) 332-4292 for all services available.

Item #	Description	Hardware Advanced Rental Price*	Hardware Regular Rental Price*	Hardware Sale Price*	Qty	Total
115	Capsule Counter	\$398.00	\$517.00	\$1592.00		
129	Fan Counter	\$701.00	\$911.00	\$2804.00		
135	Rectangle Counter	\$462.00	\$600.00	\$1848.00		
137	Rectangle Counter w/Display	\$550.00	\$715.00	\$2200.00		
138	Full View Display Counter	\$650.00	\$845.00	\$2600.00		
139	Pedestal	\$360.00	\$468.00	\$1440.00		
LIT	Literature Rack	\$115.00	\$173.00	\$460.00		
IPAD	iPad Stand	\$175.00	\$228.00	\$700.00		
1160	Inline Table Top Pop-Up	\$525.00	\$683.00	\$2100.00		
1000	Inline Floor Standing Pop-Up	\$973.00	\$1265.00	\$3892.00		
1001	Inline Floor Standing Pop-Up w/Counter	\$1259.00	\$1637.00	\$5036.00		
2184	Inline 20 Ft Fabric Display	\$4632.00	\$6022.00	\$18,528.00		
2192	Inline 20 Ft Serpentine Pop-Up Display	\$1607.00	\$2089.00	\$6428.00		
2193	Inline 20 Ft Hybrid Display	\$3683.00	\$4788.00	\$14,732.00		
4087	Island 20 Ft x 20 Ft Display	\$6617.00	\$8602.00	\$26,468.00		
4541	Island 20 Ft x 20 Ft Display	\$7366.00	\$9576.00	\$29,464.00		
4744	Island 20 Ft x 20 Ft Display	\$6209.00	\$8072.00	\$24,836.00		

*Graphics, taxes and shipping are not included.

Rental Units Include:

Material handling, installation & dismantle of exhibit.

1-150 watt Arm Light/Table Top Unit

2-150 watt Arm Light/Floor Unit

(Electrical Service and Labor to Install Lights is Not Included)

Total Items Ordered: _____
 Add 9% Rental Tax: _____
 Total Due This Page: \$ _____

Item # 1160, 1000, 1001, 2184, 2192, 2193, 4087, 4541, and 4744 includes a Standard Carpet (circle color)

Blue Red Grey Green Burgundy Black

Item # 1160 includes draped table (circle color) Blue White Gold Green Black Burgundy Red Teal Silver Purple

BOOTH NUMBER: _____

COMPANY NAME: _____



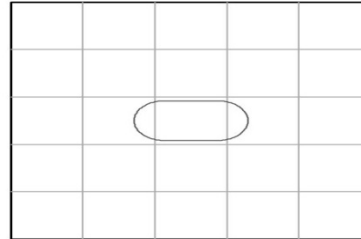


2015 ISHRS 23rd Annual Scientific Meeting

Hilton Chicago, September 10 - 12, 2015

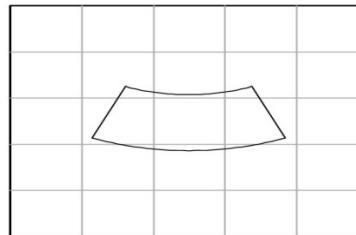
Counter Kit 115 Capsule counter \$398.00

- Freestanding counter constructed of lower Velcro compatible black fabric panels, black laminate top and locking storage.
- Dimensions approximately: 38.11"wide x 20"deep x 40"high
- All Rentals include: Material handling, installation and dismantle of exhibit only.
- Optional front graphic 20"wide x 30"high. Additional cost \$90.00



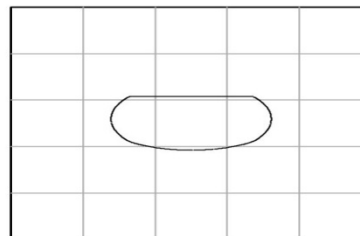
Counter Kit 129 Fan counter \$701.00

- Freestanding counter constructed of aluminum extrusion gray base panels and black laminate top with locking storage.
- Overall dimensions approximately: 64.75"wide x 33.407"deep x 40" high
- All Rentals include: Material handling, installation and dismantle of exhibit only.
- Optional front graphic 60.75"wide x 36.25"high. Additional cost \$379.00



Counter Kit 135 Rectangle counter \$462.00

- Freestanding counter constructed of aluminum extrusion gray base panels and black laminate top and locking storage.
- Dimensions: 48"wide x 24" deep x 40"high
- All Rentals include: Material handling, installation and dismantle of exhibit only.
- Optional front graphic 38.25"wide x 32.25"high. Additional cost \$212.00



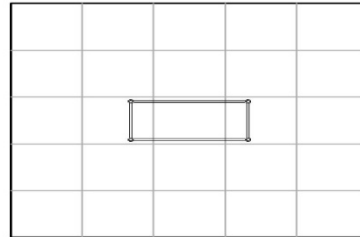


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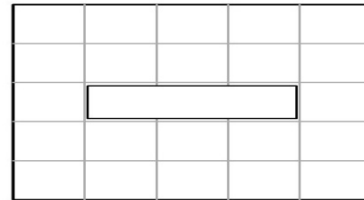
Counter Kit 137 Rectangle counter with display case top \$550.00

- Freestanding counter constructed of aluminum extrusion gray base panels and a clear plex top section and locking storage.
- Dimensions: 38.25"wide x 18.875"deep x 40"high
- All Rentals include: Material handling, installation and dismantle of exhibit only.
- Optional front graphic 38.25"wide x 25.75"high. Additional cost \$169.00



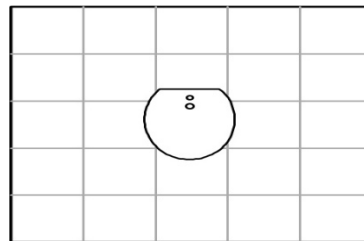
Counter Kit 138 Full View display case \$650.00

- Freestanding case has plex top, front, sides with two interior plexi shelves, lights and locks.
- Dimensions approximately: 72"wide x 24"deep x 40"high
- All Rentals include: Material handling, installation and dismantle of exhibit only.



Pedestal Kit 139 \$360.00

- Freestanding counter constructed of white laminate base, black laminate top and locking storage.
- Dimensions approximately: 30"wide x 36"deep x 40"high
- All Rentals include: Material handling, installation and dismantle of exhibit only.



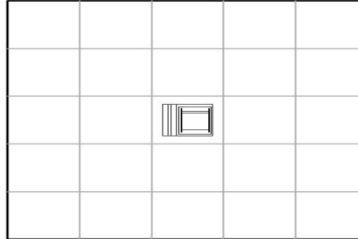


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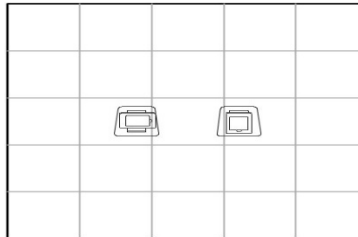
Literature Rack \$115.00

- Freestanding silver finish accordion style literature rack with 6 pockets 12 1/8" x 9" x 1" each.
- Dimensions approximately: 11"wide x 15"deep x 60"high
- All Rentals include: Material handling, installation and dismantle of exhibit only.



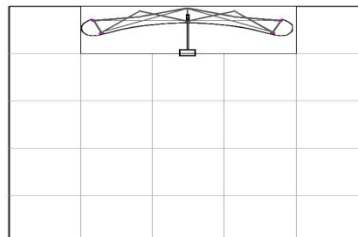
iPad Stand \$175.00

- Freestanding silver finish iPad stand with lock and power cord access. iPad NOT included.
- Dimensions approximately: 15.3"wide x 15.5"deep x 54.3"high
- All Rentals include: Material handling, installation and dismantle of exhibit only.



Inline Kit 1160 Table Top Pop-up Display \$525.00

- Classic expandable frame covered with black (Velcro compatible) fabric panels, one halogen stem light and one 6ft skirted table included.
- Dimensions approximately: 60" x 60"
- Standard table skirt color selection
- Standard carpet color selection
- All Rentals include: Material handling, installation and dismantle of exhibit only.
- NOT Included: Electronic/audio visual equipment, padding/visqueen, electrical service and electrical labor to install lights. Graphics sold separately. Call for quote.



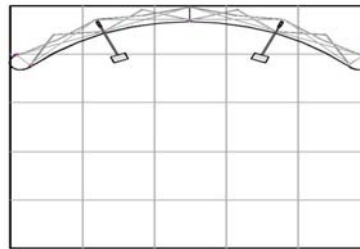
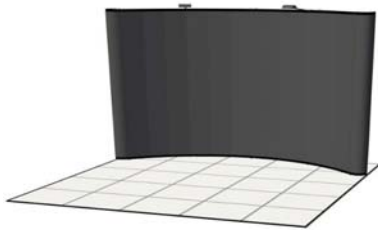


2015 ISHRS 23rd Annual Scientific Meeting

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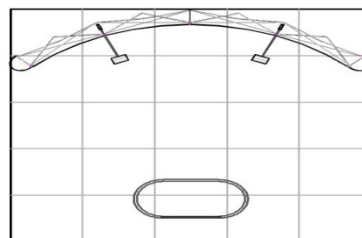
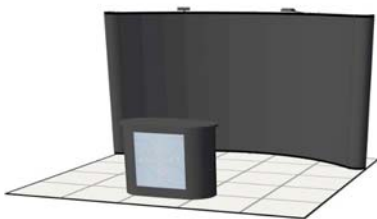
Inline Kit 1000 Floor Standing Pop-up Display \$973.00

- Classic expandable frame covered with (Velcro compatible) black fabric panels, two halogen stem lights.
- Dimensions approximately: 10ft wide x 8ft high
- Standard carpet color selection
- All Rentals include: Material handling, installation and dismantle of exhibit only.
- NOT Included: Electronic/audio visual equipment, padding/visqueen, electrical service and electrical labor to install lights. Graphics sold separately. Call for quote.



Inline Kit 1001 Floor Standing Pop-up Display \$1,259.00

- Classic expandable frame covered with (Velcro compatible) black fabric panels, two halogen stem lights. Includes counter.
- Dimensions approximately: 10ft wide x 8ft high
- Standard carpet color selection
- All Rentals include: Material handling, installation and dismantle of exhibit only.
- NOT Included: Electronic/audio visual equipment, padding/visqueen, electrical service and electrical labor to install lights. Graphics sold separately. Call for quote.



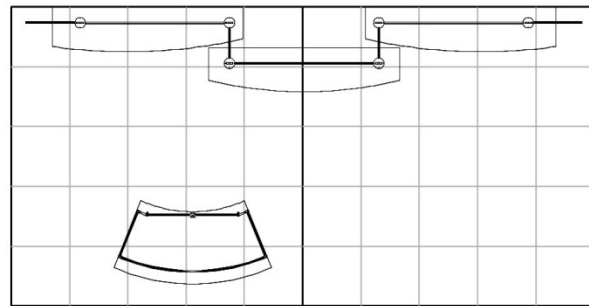


2015 ISHRS 23rd Annual Scientific Meeting

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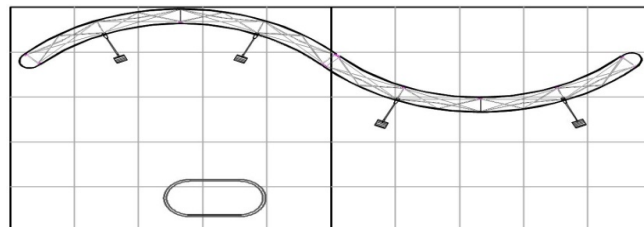
Inline Kit 2184 20ft Valley Fabric Display \$4,632.00

- Brushed aluminum extrusion with a rigid two piece center graphic, two side fabric graphics, three black canopies with lighting and black side wings. Includes counter kit 129.
- Dimensions approximately: 20ft wide x 8ft high
- Standard carpet color selection
- All Rentals include: Material handling, installation and dismantle of exhibit only.
- NOT Included: Electronic/audio visual equipment, padding/visqueen, electrical service and electrical labor to install lights. Graphics sold separately. Graphic package as shows \$2,689.00



Inline Kit 2192 20ft Serpentine Pop-up Display \$1,607.00

- Classic expandable frame covered with (Velcro compatible) black fabric panels, set in a serpentine configuration with four halogen stem lights. Includes counter kit 115.
- Dimensions approximately: 20ft wide x 8ft high
- Standard carpet color selection
- All Rentals include: Material handling, installation and dismantle of exhibit only.
- NOT Included: Electronic/audio visual equipment, padding/visqueen, electrical service and electrical labor to install lights.
- Graphics sold separately. Call for quote.



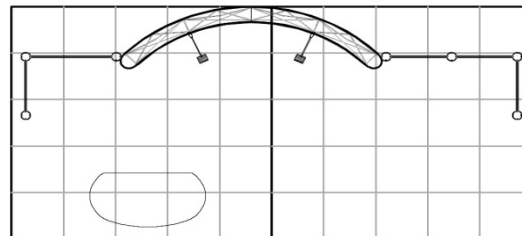


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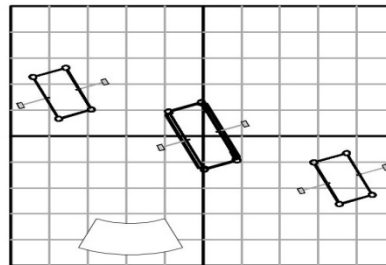
Inline Kit 2193 20ft Hybrid Display \$3,683.00

- Expandable frame covered with black (Velcro compatible) fabric panels, two halogen stem lights in the center flanked by aluminum structure and rigid infill panels. Includes counter kit 135.
- Dimensions approximately: 20ft wide x 8ft high
- Standard carpet color selection
- All Rentals include: Material handling, installation and dismantle of exhibit only.
- NOT Included: Electronic/audio visual equipment, padding/visqueen, electrical service and electrical labor to install lights. Graphics sold separately. Graphic package as shows \$5,641.00



Island Kit 4087 20ft x 20ft Island Display \$6,617.00 (Innovative Control Solutions)

- Brushed aluminum extrusion creating a center tower and two side panels with gray infill panels. Includes six stem lights, one counter kit 129, one standard 36" x 30" café table and four standard side chairs.
- Dimensions approximately: 20ft x 20ft x 12ft or 16ft high
- Standard carpet color selection
- All Rentals include: Material handling, installation and dismantle of exhibit only.
- NOT Included: Electronic/audio visual equipment, padding/visqueen, electrical service and electrical labor to install lights.
- Graphics sold separately. Graphic package as shows \$4,627.



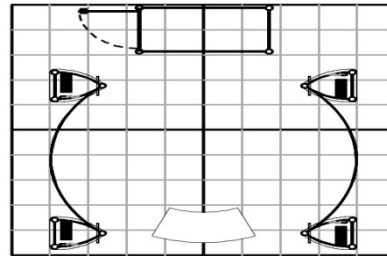
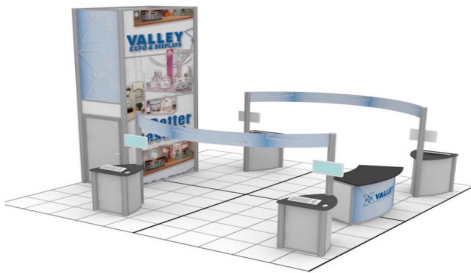


2015 ISHRS 23rd Annual Scientific Meeting

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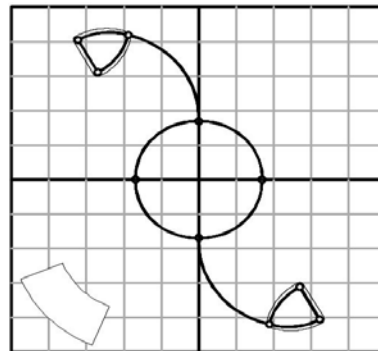
Island Kit 4541 20ft x 20ft Island Display \$7,366.00

- Brushed aluminum extrusion creating a corner storage closet, with four stem lights. A aluminum curved header, four workstations gray base panels, black laminate top with monitor mounting brackets and storage. One counter kit 129.
- Dimensions approximately: 20ft x 20ft x 12ft or 16ft high
- Standard carpet color selection
- All Rentals include: Material handling, installation and dismantle of exhibit only.
- NOT Included: Electronic/audio visual equipment, padding/visqueen, electrical service and electrical labor to install lights. Graphics sold separately. Graphic package as shows \$5,958.00



Island Kit 4744 20ft x 20ft Island Display \$6,209.00

- Brushed aluminum extrusion creating a round center tower. Two curved side wings with one workstation, gray base panels, black laminated top, on each end with storage. Includes four stem lights and one counter kit 129,
- Dimensions approximately: 20ft x 20ft x 12ft or 16ft high
- Standard carpet color selection
- All Rentals include: Material handling, installation and dismantle of exhibit only.
- NOT Included: Electronic/audio visual equipment, padding/visqueen, electrical service and electrical labor to install lights. Graphics sold separately. Graphic package as shows \$7,279.00



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**EVENT
 LABOR**

2015 ISHRS 23rd Annual Scientific Meeting
Hilton Chicago, September 10 - 12, 2015

ADVANCED PRICE DEADLINE:
 August 19, 2015

Display Installation: To ensure prompt and efficient processing of your labor request for installation and dismantling of displays, please review the information on this page carefully, and contact us if you have any questions.

All installation and dismantling will be performed by qualified personnel in compliance with any applicable labor contracts. If you wish to hire Valley Expo & Displays to perform this work, please complete this form, and return it with payment to Valley Expo. **Orders with payment in full must be received by August 19, 2015, for Advance Prices.** All floor orders subject to availability of labor at the show site.

A minimum charge of one hour per man will apply to all labor orders, with the time commencing upon assignment of labor in accordance with your order. **IT IS IMPORTANT, THEREFORE, THAT YOU CHECK IN AT THE VALLEY EXPO & DISPLAYS SERVICE DESK TO PICK UP THE LABOR YOU HAVE ORDERED, AND TO RETURN THOSE PEOPLE TO THE SERVICE DESK UPON COMPLETION. IF YOU FAIL TO PICK UP LABOR YOU HAVE ORDERED, A ONE HOUR PER MAN NO-SHOW CHARGE WILL APPLY.**

Straight Time, Overtime, Double Time: Straight Time rates apply between 8:00 AM and 4:30 PM on weekdays. Overtime rates apply before 8:00 am and after 4:30 pm on weekdays and all day Saturday. Double time is all day Sunday and holidays. We will attempt whenever possible to perform the work on straight time, however, the schedules of the show producer or convention facility may make this impossible.

Supervision: If Valley Expo personnel are to perform work without your supervision, please forward all necessary instructions, drawings or diagrams in advance with this order. We add a 25% supervision fee. Supervised Labor Form must be completed.

Requested Starting Time can only be guaranteed at the start of the working day (8:00AM), or the official beginning of set up, if later in the day. We will make every attempt to provide labor at times subsequent to 8:00 AM (or start of official set up), however such starting time must be approximate since labor is assigned to jobs at the start of the day, and it is impossible to gauge completion times of the first job assignments.

Authorization to Provide Labor Services: By completing the Event Labor Form, it is understood that Valley Expo & Displays and its subcontractors do not automatically insure materials, that insurance, if any, shall be arranged by the Exhibitor and the amounts payable to Valley Expo & Displays for labor services are based on the value of the services rendered and the scope of Valley Expo & Displays' liability as herein set forth. The amounts payable to Valley Expo & Displays are unrelated to the value of the Exhibitor's property being handled by Valley Expo & Displays or its subcontractors. It is impractical and extremely difficult to fix the value of each item handled by Valley Expo & Displays or its subcontractors. It is agreed therefore that if Valley Expo & Displays or its subcontractors should be found liable for loss or damage to Exhibitor's materials, the liability shall be limited to the specific article that was physically lost or damaged. Such liability shall be limited to a sum less than or equal to the charges for services rendered as agreed upon damages bit as a penalty, and such agreed upon damages shall be the Exhibitors exclusive remedy.

Installation & Dismantling	Straight Time Rate	Overtime Rate	Double Time Rate
Advance	\$ 132.70	\$ 199.05	\$ 265.40
Floor	\$ 172.55	\$ 258.82	\$ 345.10
Supervision Installation & Dismantling			
Advance	\$ 165.87	\$ 248.80	\$ 331.74
Floor	\$ 215.69	\$ 323.53	\$ 461.38

Computation of Labor Charges	# of Workers x	# Hours x	Labor Rate	Total
Installation				
Dismantling				
Total Due				\$

Requesting Date & Time	Date Labor Requested	Time Labor Requested
Installation		AM or PM
Dismantling		AM or PM

Requested starting times cannot be guaranteed, however, every effort is made to meet all requests.

Please provide brief description of labor requested:

BOOTH NUMBER:

COMPANY NAME:





Register Here for Online Ordering...
www.valleyexpodisplays.com
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FAX: 815.873.1544

**SUPERVISED LABOR
INSTALLATION &
DISMANTLE**

**2015 ISHRS 23rd Annual Scientific Meeting
Hilton Chicago, September 10 - 12, 2015**

**PLEASE COMPLETE THE FOLLOWING INFORMATION ONLY IF VALLEY IS SETTING UP
AND/OR DISMANTLING YOUR DISPLAY . THIS INFORMATION WILL HELP US BETTER SERVE YOU.**

Company _____ Booth No _____

Contact Person _____ Phone _____

Freight will be shipped to Warehouse _____ Show Site _____ Date Shipped _____

Total # of Crates _____ Cartons _____ Fiber Cases _____ Special Handling _____

Setup Plans/Photo: Attached _____ To be sent with Exhibit _____ In Crate No. _____

Carpet: With Exhibit _____ Rented From Valley _____ Color _____ Size _____

Electrical Placement: _____ Please attach diagram with placement

Graphic: With Exhibit _____ Shipped Separately _____

Comments _____

Special Tools/Hardware Required _____

OUTBOUND SHIPPING INFORMATION

SHIP TO _____

METHOD OF SHIPMENT

COMMON CARRIER(NAME) _____ UPS _____ FED EX _____

SHOW CARRIER _____

IF LABELS ARE PROVIDED WHERE WILL THEY BE _____

FREIGHT CHARGES: Prepaid _____ Collect _____

Bill to _____

In the event a selected carrier fails to show on the final move out time and day, Valley will force shipment accordingly via show carrier

BOOTH NUMBER: _____

COMPANY NAME: _____





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FORKLIFT SERVICE

2015 ISHRS 23rd Annual Scientific Meeting
Hilton Chicago, September 10 - 12, 2015

ADVANCED PRICE DEADLINE:
 August 19, 2015

PLEASE COMPLETE THIS FORM FOR ALL IN-BOOTH FORKLIFT AND LABOR NEEDED. TO DETERMINE IF YOU NEED IN-BOOTH FORKLIFT AND LABOR, PLEASE READ THIS FORM CAREFULLY.

- In-Booth Forklift and Labor may be required to assemble displays or when uncrating, positioning, and reskidding equipment and machinery.
- A forklift is required for moving equipment and materials weighing 200 pounds or more.
- If you require a forklift, a crew will be assigned consisting of a Rigger Foreman and forklift with an operator.

IMPORTANT INFORMATION AND RATES

All exhibitors requesting labor must go to the Valley Service Desk to confirm labor requests. All labor and equipment requests should be confirmed by 2:00 pm the day prior, with the exception of the first day of move in. Requested starting times cannot be guaranteed, however, every effort is made to meet all requests. Valley reserves the right to dispatch all labor calls based upon availability of labor crews and the order that the requests are confirmed. Upon completion of work, an exhibitor representative must return to the Valley Service Desk to sign the completed work ticket and confirm accuracy of the work order. No adjustments will be made after the fact. Equipment and labor cancelled without a 24 hour notice will be charged a one (1) hour cancellation fee per worker and equipment ordered. If the labor and equipment is not used at the time confirmed there will be a one (1) hour no-show fee charged per work and equipment ordered.

The minimum charge for labor and equipment is one (1) hour per worker and forklift. Equipment and labor thereafter is charged in half (1/2) hour increments. **GRATUITIES IN ANY FORM, INCLUDING CASH, GIFTS OR LABOR HOURS FOR WORK NOT ACTUALLY PERFORMED ARE PROHIBITED BY VALLEY.** Valley requires the highest standards of integrity from all employees. Please call us to report fraudulent or unethical behavior. All rates are subject to change if necessitated by increased labor and material costs.

ADVANCE LABOR RATES AS FOLLOWS IF ORDERED BY ABOVE DEADLINE DATE:

Straight Time	Monday through Friday 8:00 AM to 4:30 PM
Overtime	Monday through Friday 4:30 PM to 8:00 AM and Saturday
Double Time	Sundays & Holidays

FORKLIFT CREW

\$275.15 per hour
\$412.72 per hour
\$550.24 per hour

ONSITE LABOR RATES AS FOLLOWS IF ORDERED AFTER ABOVE DEADLINE DATE:

Straight Time	Monday through Friday 8:00 AM to 4:30 PM
Overtime	Monday through Friday 4:30 PM to 8:00 AM and Saturday
Double Time	Sundays & Holidays

\$357.60 per hour
\$536.40 per hour
\$715.20 per hour

PLEASE INDICATE SERVICE

PLACE ORDER HERE

Valley is responsible for the Following:

- Uncrating
- Leveling
- Reskidding
- Unskidding
- Dismantling
- Positioning
- Recrating

SCHEDULE DATE(S)	SCHEDULE START TIME	SCHEDULE END TIME	TOTAL # OF HOURS	TOTAL # OF FORKLIFTS	LABOR RATE	TOTAL
------------------	---------------------	-------------------	------------------	----------------------	------------	-------

						\$
						\$
						\$
						\$

I agree in placing this order that I have accepted Valley Payment Policy and Valley Terms & Conditions of Contract.

1. Total Labor Ordered	\$
2. 8% Rental Tax	\$
3. Total Due	\$

Please estimate the number of forklifts and/or workers and hours per forklift and/or worker needed for installation and dismantling above. If you do not require a forklift, order the number of laborers required on the Event Labor Form. Invoice will be calculated according to actual hours worked.

BOOTH NUMBER:

COMPANY NAME:



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**BOOTH & EXHIBIT
 PORTER SERVICE**

2015 ISHRS 23rd Annual Scientific Meeting
Hilton Chicago, September 10 - 12, 2015

ADVANCED PRICE DEADLINE:
 August 19, 2015

Carpet Vacuuming: Booth carpeting is clean upon installation, however vacuuming services are available. Charges are based on booth square footage. Display installation can result in soiled carpet, so we recommend at least ordering vacuuming once prior to show opening.

Orders received with payment in full must be received by August 19, 2015, to qualify for Advance prices.

Porter Service: Includes wipedown & dusting of all display surfaces and furnishings, emptying of wastebaskets.

Standard Booth Size (8' x 10') = Square Footage (80 square feet per booth)

Vacuuming Once Prior to Show Opening	Sq. Ft.	Advance	Floor	# Days	Total
Sq. Ft. of Booth Space x Price		\$ 0.41	\$ 0.53	N/A	

Vacuuming Prior to Show Opening Each Day	Sq. Ft.	Advance	Floor	# Days	Total
Sq. Ft. of Booth Space x Price x #Days of Show		\$ 0.38	\$ 0.50	3	

Carpet Shampooing Once Prior to Show Opening	Sq. Ft.	Advance	Floor	# Days	Total
Sq. Ft. of Booth Space x Price		\$ 0.95	\$ 1.25	N/A	

Porter Service Once Prior to Show Opening	Sq. Ft.	Advance	Floor	# Days	Total
Sq. Ft. of Booth Space x Price		\$ 0.35	\$ 0.45	N/A	

Porter Service Prior to Show Opening Each Day	Sq. Ft.	Advance	Floor	# Days	Total
Sq. Ft. of Booth Space x Price x # Days of Show		\$ 0.32	\$ 0.42	3	

Total Due \$

BOOTH NUMBER:

COMPANY NAME:





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**SIGN &
BANNER**

2015 ISHRS 23rd Annual Scientific Meeting
Hilton Chicago, September 10 - 12, 2015

ADVANCED PRICE DEADLINE:
 August 19, 2015

This form can be used to order custom show cards and banners for your exhibit booth. **Custom signs and banners can be ordered in advance only.** We must receive your order with payment by **August 19, 2015**, to guarantee delivery.

Labor to install signs or banners is not included. Please refer to the Display Installation Order Form for assistance in installing your signs if it will be needed.

All signs are printed on white background. 10 word limit per sign. Additional words and logos are extra. **Attach your sign copy to a separate page.** Please provide us with a contact name, E-mail address and phone number in case we have questions.

Contact for sign questions: _____

Email: _____ Phone: _____

Foamcore Signs - White Background/One Color	Quantity	Price	Total
11" x 14"		\$ 46.85	
14" x 22"		\$ 65.90	
22" x 28"		\$ 131.75	
28" x 44"		\$ 266.05	

Foamcore Signs - White Background/Two Color	Quantity	Price	Total
22" x 28"		\$ 197.60	
28" x 44"		\$ 372.50	

Vinyl Banners - White Background Only	Quantity	Price	Total
2' x 4'		\$ 126.00	
2' x 6'		\$ 185.30	
2' x 8'		\$ 246.85	

Grommets for hanging are included

Miscellaneous	Quantity	Price	Total
Easel Back		\$ 9.90	
Logos		Call for Price	
Sign Grommets		\$ 3.75	
Color Background		Add 25%	
Subtotal			\$
9% Rental Tax			\$
Total			\$

Sign copy to be arranged: Horizontally Vertically

Color of Printing (one color only): _____

Our sign shop can produce any type of sign or banner you need, including multiple colors, photographic reproductions, etc. If an option or feature you want is not listed on this form, please call us for a special quote.

BOOTH NUMBER: _____

COMPANY NAME: _____



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**SHOW SITE
 WORK RULES**

2015 ISHRS 23rd Annual Scientific Meeting

Hilton Chicago, September 10 - 12, 2015

Union Information

To assist you in planning your participation in your Chicago show, we are certain you will appreciate knowing in advance that union labor will be required for certain aspects of your exhibit handling.

There are six major unions which have jurisdiction over trade shows. The following guidelines will help you in preparing your exhibit to conform to union jurisdiction. Adherence to these guidelines can save you a substantial amount of money.

Teamsters

Handle all material in and out of the hall. Exhibitors are permitted to carry small packages into the hall without the use of wheeled carts and/or dollies.

Riggers

Uncrating, unskidding, positioning and leveling of all machinery and reskidding of all machinery.

Carpenters

Uncrating of exhibits and display materials, installation and dismantle of exhibits including cabinets, fixtures, shelving units, furniture, etc. laying of floor tile, carpet, recrating of exhibits and closing of machinery crates. Installation and dismantling of scaffolding, bleachers and binding of chairs. Exhibitors may set up and dismantle pop-up displays in booths of 10' x 10' or less. A pop-up display shall be defined as a display system of ten feet or less, that can be set up by one person in 1/2 hour or less, without the use of tools. Pop-up displays larger than 10 feet will require labor.

Decorators

Hanging all non-electrical signs, drape and cloth installation and tacked fabric panels.

Electricians

Responsible for assembly, installation and dismantle of anything that uses electricity as a source of power. This includes electrical wiring, hook-ups, interconnections, etc.

Plumbers

Handle all plumbing work such as compressed air, water, drain or natural gas.

Helpful Hints

Exhibitors may perform the following functions as long as they are a fulltime employee of the exhibiting company:

- Hand carry small items and pop-up displays. No hand trucks or carts are permitted.
- Install and dismantle displays in booths that are 10' x 10' or less and that can be set-up by one person in 1/2 hour or less without the use of tools.
- Install graphics and small signs, and logos and graphics that are attached with pre-cut velcro strips.
- Make technical, electrical connections and interwire equipment for computers providing the cables do not exceed 10' in length.
- Perform simple electrical requirements, such as installing light bulbs.

If you encounter any difficulty with any laborer or if you are not satisfied with the work performed, please bring this to the attention of Valley Expo & Display. Please refrain from voicing complaints directly to labor.

Gratuities

Our work rules prohibit the SOLICITATION OR ACCEPTANCE of tips in cash, product or gifts of any kind by any employee (union or non-union). Our employees are paid appropriate wages denoting professional status, therefore tipping of any kind is not allowed.

Always Ethical

Valley Expo & Display requires the highest standards of integrity from all employees. Please give us a call to report fraudulent or unethical behavior.





FLORAL ORDER FORM

Name of Show:			
Location:		Show Dates:	
Exhibitor:		Booth Number:	
Bill to:		Email:	
Address:		City:	State: Zip:
Phone:	Fax:	Company Representative:	
Purchase Order #:	Job #:	Date Ordered:	
COMPLETE THIS BOX ONLY IF DESIGNER IS NEEDED ON SITE			
Booth Contact: _____		Contact Phone: _____	Available Time/Date: _____

PAYMENT INFORMATION

Circle one VISA MC AMEX DISCOVER

Name: _____

Card #: _____

Exp. Date: _____ CVV code: _____

Signature: _____

- Foliage plants and architectural containers on rental basis.
- Price includes: ***PLANT INSTALLATION, ARCHITECTURAL CONTAINERS, SERVICING THROUGHOUT THE SHOW, & DISMANTLING AT END OF SHOW***
- **NO ADJUSTMENTS NOR REFUNDS CAN BE MADE AFTER THE SHOW OPENING.**

Quantity	Tropical Plants <i>(Please specify quantity, heights, and variety)</i>	Price	Total
	Potted Ferns	\$66.40	
	2' Plants	\$97.50	
	3' Plants	\$101.05	
	4' Plants	\$116.50	
	5' Plants	\$151.55	
	6'-7' Plants	\$170.00	
	Containers for Plants: Black _____ White _____		
	<i>TALLER PLANTS ARE AVAILABLE, PLEASE INQUIRE IN ADVANCE</i>		
	Blooming Plants		
	Potted Mums <i>(Yellow, White, & Lavender)</i>	\$73.05	
	Potted Azaleas <i>(Red, Pink, & White)</i>	\$73.05	
	Bromeliads	\$73.05	
	Floral Arrangements Please Choose Tropical or Seasonal <i>(Please indicate desired colors)</i> <i>Floral Arrangements are only guaranteed for 3 days</i>		
	Small Arrangement <i>(12"x12")</i>	\$86.50	
	Medium Arrangement <i>(18"x14")</i>	\$110.00	
	Large Arrangement <i>(24"x18")</i>	\$132.50	
		Tax (8%)	
		TOTAL	

Floral Exhibits, Ltd.
2555 S Leavitt St.
Chicago, IL 60608

Phone #: 773.277.1888
Fax #: 773.277.1919
www.floralexhibits.com

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AFR TRADE SHOW FURNISHINGS KIT CATALOG

afir[®]
TRADE SHOW
FURNISHINGS

WHISPER



Whisper Sofa

White Leather
 87"L x 37"D x 35"H



Whisper Loveseat

White Leather
 61"L x 37"D x 35"H



Whisper Chair

White Leather
 35"L x 37"D x 35"H



Whisper Bench Ottoman

White Leather
 60"L x 24"D x 17"H



Whisper Square Ottoman

White Leather
 40"L x 40"D x 17"H



Whisper Round Ottoman

White Leather
 46"Round x 17"H

FUNCTION



Function Armless Chair

White Leather
 28"Square x 19"H



Function Corner

White Leather
 28"Square x 29"H

CONTINENTAL



Continental Curved Loveseat

White Leather
 82"L x 34"D x 31"H



Continental Reverse Curved Loveseat

White Leather
 72"L x 34"D x 31"H



Continental Wedge Ottoman

White Leather
 30"L x 34"D x 19"H



Continental Curved Bench Ottoman

White Leather
 70"L x 26"D x 19"H



Continental Half Moon Ottoman

White Leather
 33"L x 19"D x 19"H

SOPHISTICATION



Sophistication Sofa

White Leather
 72"L x 31"D x 48"H



Sophistication Loveseat

White Leather
 48"L x 31"D x 48"H



Sophistication Chair

White Leather
 24"L x 31"D x 48"H

SOPHISTICATION



Sophistication Corner

White Leather
31"Square x 48"H



Sophistication Ottoman

White Leather
31"Square x 19"H

METRO



Metro Sofa

Black Leather
85"L x 35"D x 35"H



Metro Loveseat

Black Leather
60"L x 35"D x 35"H



Metro Chair

Black Leather
35"L x 35"D x 35"H



Metro Square Ottoman

Black Leather
40"Square x 17"H



Metro Bench Ottoman

Black Leather
60"L x 24"D x 17"H

SAUSALITO



Sausalito Sofa

Black Microfiber
83"L x 32"D x 32"H



Sausalito Loveseat

Black Microfiber
59"L x 32"D x 32"H



Sausalito Club Chair

Black Microfiber
39"L x 32"D x 32"H

GRAMMERCY



Grammercy Sofa

Charcoal Leather
82"L x 36"D x 36"H



Grammercy Loveseat

Charcoal Leather
57"L x 36"D x 36"H



Grammercy Chair

Charcoal Leather
28"L x 36"D x 36"H



Grammercy Corner

Charcoal Leather
36"L x 36"D x 36"H



Grammercy Round Ottoman

Charcoal Leather
46"Round x 17"H



Grammercy Square Ottoman

Charcoal Leather
40"SQ x 17"H
Also Available in Bench Ottoman
60"L x 24"D x 17"H

PARMA



Parma Sofa

Brown Leather
79"L x 37"D x 36"H



Parma Loveseat

Brown Leather
56"L x 37"D x 36"H



Parma Chair

Brown Leather
33"L x 37"D x 38"H



Parma Bench Ottoman

Brown Leather
60"L x 24"D x 17"H

BELLA CHOCOLATE



Bella Chocolate Sofa

Brown Microfiber
84"L x 38"D x 34"H



Bella Chocolate Loveseat

Brown Microfiber
61"L x 38"D x 34"H



Bella Chocolate Chair

Brown Microfiber
38"L x 38"D x 34"H

CHANDLER



Chandler Sofa

Red Leather
76"L x 37"D x 35"H



Chandler Loveseat

Red Leather
53"L x 37"D x 35"H



Chandler Chair

Red Leather
31"L x 37"D x 35"H



Chandler Bench Ottoman

Red Leather
60"L x 24"D x 17"H

IMPERIAL



Imperial Sofa

Purple Microfiber
82"L x 36"D x 36"H



Imperial Chair

Purple Microfiber
28"L x 36"D x 36"H



Imperial Bench Ottoman

Purple Microfiber
48"L x 21"D x 18"H



TANGERINE



Tangerine Sofa

Orange Microfiber
84"L x 36"D x 33"H



Tangerine Chair

Orange Microfiber
40"L x 36"D x 33"H



Tangerine Bench Ottoman

Orange Microfiber
62"L x 24"D x 18"H

EVOKE



Evoke Sofa

Coffee Resin Frame with Tan Cushions
81"L x 35"D x 27"H



Evoke Chair

Coffee Resin Frame with Tan Cushions
33"L x 35"D x 27"H



Evoke Cocktail Table

Coffee Resin Frame
48"L x 24"D x 18"H



Evoke End Table

Coffee Resin Frame
24"L x 28"D x 25"H



Evoke Cube

Coffee Resin Frame
18"Square

STAGE CHAIRS



Midnight Stage Chair

Midnight Blue Microfiber
25"L x 26"D x 37"H



Chamois Stage Chair

Beige Microfiber
25"L x 26"D x 37"H



Buckskin Stage Chair

Tan Microfiber
25"L x 26"D x 37"H



Empire Chair

Black Leather
White Leather
28"L x 31.5"D x 32"H



Madrid Chair

■ White Leather
□ Black Leather
30.5"L x 35"D x 32"H



Tulip Chair

□ Black Fabric/Tilt Back/Caster Feet
■ 27"L x 26"D x 35"H

OTTOMANS & BENCHES



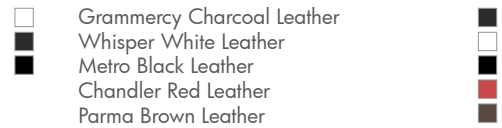
Curved Bench
Continental White Leather
70"L x 26"D x 19"H



Square Ottoman
Whisper White Leather
Grammercy Charcoal Leather
Metro Black Leather
40"Square x 17"H



Bench Ottoman
Grammercy Charcoal Leather
Whisper White Leather
Metro Black Leather
Chandler Red Leather
Parma Brown Leather
60"L x 24"D x 17"H



Hayden Bench
Black Wood
67"L x 16"D x 17"H



Essentials Storage Ottoman
White Leather with Locking Mechanism
48"L x 24"D x 20"H
Lock Not Included

ROUND OTTOMANS & BANQUETTES



Essentials Banquette
White Leather
60"Round x 48"H



Whisper Banquette
White Leather
59"Round x 38"H (2 Pieces)



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

ROUND OTTOMANS & BANQUETTES



1/4 Round Ottoman

Whisper White Leather
Grammercy Charcoal Leather
34"L x 19"D x 17"H



Round Ottoman

Grammercy Charcoal Leather
Whisper White Leather
46"Round x 17"H



Essentials Turning Bed

White Leather
96"L x 48"D x 35"H

CUBE OTTOMANS



Cube Ottomans

From left to right: Cinnamon Microfiber, Chocolate Microfiber, Cobalt Microfiber, Grape Microfiber, White Vinyl, Black Microfiber
17"L x 17"D x 17"H



Cube Ottomans

From left to right: Lime Microfiber, Red Microfiber, Tangerine Microfiber, Sunflower Microfiber, Black Vinyl, Platinum Metallic Vinyl
17"L x 17"D x 17"H

OCCASIONAL TABLES



Sterling Tables

End Table Clear Glass/Silver
 25"Round x 21"H

Cocktail Table Clear Glass/Silver
 36"Round x 16"H



Hampton Tables

End Table Natural/Silver
 24"Round x 21"H

Cocktail Table Natural/Silver
 48"L x 24"D x 17"H



Princeton Tables

End Table Clear Glass/Black
 21"L x 22"D x 21"H

Cocktail Table Clear Glass/Black
 45"L x 21"D x 16"H



Tribeca Tables

End Table Wood/Black
 24"L x 28"D x 22"H

Cocktail Table Wood/Black
 48"L x 28"D x 19"H

Sofa Table Wood/Black
 48"L x 18"D x 30"H



Vivid Tables

End Table Smoked Powder Coat Finish
 26"Square x 21"H

Cocktail Table Smoked Powder Coat Finish
 50"L x 24"D x 16"H

Sofa Table Smoked Powder Coat Finish
 50"L x 24"D x 30"H



Quad Tables

End Table White/Brushed Steel
 24"L x 20"D x 22"H

Cocktail Table White/Brushed Steel
 44"L x 20"D x 18"H

Sofa Table White/Brushed Steel
 48"L x 20"D x 30"H

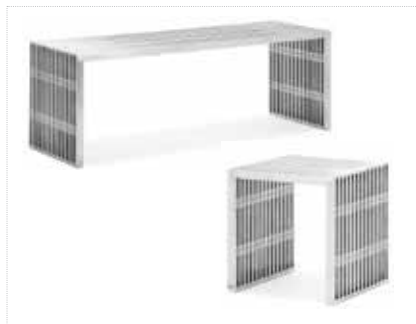


Tetrad Tables

End Table Storm Grey/Brushed Steel
 24"L x 20"H x 22"H

Cocktail Table Storm Grey/Brushed Steel
 44"L x 20"D x 18"H

Sofa Table Storm Grey/Brushed Steel
 48"L x 20"D x 30"H



Novel Tables

End Table Satin Steel
 15"Square x 16"H

Cocktail Table Satin Steel
 46"L x 15"D x 16"H



Harmony Tables

End Table Wood/Espresso
 24"Round x 22"H

Cocktail Table Wood/Espresso
 51"L x 28"D x 18"H

Sofa Table Wood/Espresso
 52"L x 29"D x 30"H

OCCASIONAL TABLES



Cube End Tables

Black 24"
 White 24"
 24"Square x 21"H



Cube Cocktail Tables

Black 30"
 White 30"
 30"Square x 16"H
 Black 24"
 White 24"
 24"Square x 16"H



Zanzibar Table

16"Square



Rose Table

16"Round x 16"H



Club Cocktail Table

44"L x 22"D x 18"H
 (Includes built in Wireless LED Lighting)



Club End Table

22"Square x 18"H
 (Includes built in Wireless LED Lighting)



Phoebe Tables

From left to right: Yellow, Lime Green, Rose, Gold, Teal
 17"Round x 22"H

BARS & BAR BACKS



Manhattan Bar

Black/Chrome
 63"L x 29"D x 42"H



VIP Glow Bar 6'

Frosted Plexi with Built-in Wireless LED Kit
 6'L x 24"D x 42"H(Bar)
 13"D x 18"H (Shelf)
 *Includes remote control



VIP Glow Bar 4'

Frosted Plexi with Built-in Wireless LED Kit
 4'L x 24"D x 42"H(Bar)
 13"D x 18"H (Shelf)
 *Includes remote control



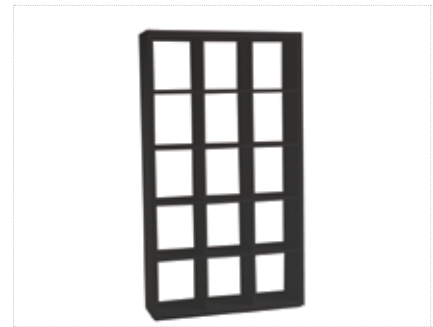
Bar

White with 2 shelves in back
 Black with 2 shelves in back
 48"L x 16"D x 42"H



Shanti Bar Back White

White
 43.5"W x 12"D x 77.625"H
 13"W x 14.25"H (Inside Shelf)



Shanti Bar Back Espresso

Espresso
 43.5"W x 12"D x 77.625"H
 13"W x 14.25"H (Inside Shelf)

BAR STOOLS



Park Avenue Bar Stool

Maple/Chrome
 16"L x 19"D x 43"H



Criss Cross Bar Stool

White Leather
 Espresso Leather
 15"W x 19"D x 41"H



Escape Stool

Natural Maple
 16"Square x 41"H

BAR STOOLS



Silk Back Bar Stool

Cobalt
Red
Grape
Lime

■ Tangerine
■ White
■ Black
■

17"W x 18"D x 41.5"H



Euro Bar Stool

Black
21"L x 23"D x 43"H

■
■
■



Hourglass Bar Stool

White
Black
18"L x 20"D x 24" - 25.9"H

■
■



Equino Stool

White
Black
16"L x 17"D x 35"H

■
■



Regal Stool

Black/Brown
19"W x 24"D x 39"H

■
■



Caprice Stool

Black
25"W x 26"D x 44"H



Sonic Stool

Black
22"W x 23"D x 42"H



Marcus Bar Stool

18"W (at footbase) x 30"H

CAFE CHAIRS



Silk Chair

Black
Cobalt
Red
Grape
Lime
Tangerine
White
20.5"W x 18"D x 34"H



Silk Chair Armless

Black
Cobalt
Red
Grape
Lime
Tangerine
White
17"W x 18"D x 34"H



Park Avenue Chair

Maple
16"L x 18"D x 31"H



Leslie Chair

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



Comet Chair

Black
23"L x 22"D x 32"H
Available With or Without Arms



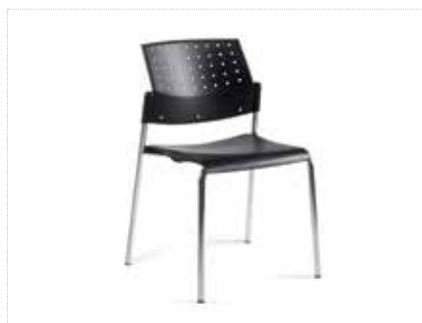
Regal Dining Chair

Brown Leather
19"L x 23"D x 38"H



Escape Chair

Natural Maple
17"L x 17"D x 32"H



Sonic Chair

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



Caprice Chair

Black
22"L x 21"D x 32"H

CAFÉ CHAIRS

**Criss Cross Chair**

White Leather
 Espresso Leather
 17"L x 21"D x 35"H

**Trend Chair**

Black
 White
 Lime
 Orange
 Natural
 19"L x 18"D x 32.25"H

**Elio Chair**

17"Square x 33"H

BAR TABLES

**Euro Bar Table**

Black/Black 30"
 30"Round x 42"H
 Black/Black 36"
 36"Round x 42"H

**Silk Bar Table**

Black/Chrome 30"
 30"Round x 42"H
 Black/Chrome 36"
 36"Round x 42"H

**Park Ave Bar Table**

Maple/Chrome 30"
 30"Round x 42"H
 Maple/Chrome 36"
 36"Round x 42"H

**Chardonnay Bar Table**

Clear Glass/Chrome
 28"Round x 42"H

**Blanco Round Bar Table**

White/Chrome 30"
 30"Round x 42"H
 White/Chrome 36"
 36"Round x 42"H

**Blanco Bar Table**

White/Chrome Square
 24"Square x 42"H
 White/Chrome Rectangle
 72"L x 24"D x 42"H

BAR TABLES



City Bar Table

Maple/Black 30"
 30"Round x 42"H
 Maple/Black 36"
 36"Round x 42"H



Summit Bar Table

White/Black 30"
 30"Round x 42"H
 White/Black 36"
 36"Round x 42"H

CAFÉ TABLES



Euro Café Table

Black/Black 30"
 30"Round x 29"H
 Black/Black 36"
 36"Round x 29"H



Silk Café Table

Black/Chrome 30"
 30"Round x 29"H
 Black/Chrome 36"
 36"Round x 29"H



Park Ave Café Table

Maple/Chrome 30"
 30"Round x 29"H
 Maple/Chrome 36"
 36"Round x 29"H



City Café Table

Maple/Black 30"
 30"Round x 29"H
 Maple/Black 36"
 36"Round x 29"H



Summit Café Table

White/Black 30"
 30"Round x 29"H
 White/Black 36"
 36"Round x 29"H



Blanco Café Table

White/Chrome Square
 24"Square x 29"H
 White/Chrome Rectangle
 72"L x 24"D x 29"H
 White/Chrome 30"
 30"Round x 29"H
 White/Chrome 36"
 36"Round x 29"H

OFFICE SEATING



Tamiri High Back Chair

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



Tamiri Mid Back Chair

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



Tamiri Guest Chair

Black Leather
25"L x 26"D x 37"H



Accord Chair

White
Black
25"L x 25"D x 37"H



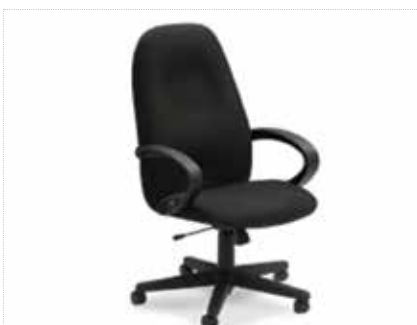
Goal Task Chair

White
 Black
24"L x 24"D x 36"H



Goal Task Chair Armless

Black
22"L x 24"D x 36"H



High Back Conference Chair

Black Fabric
25"L x 27"D x 45"H



Mid Back Conference Chair

Black Fabric
25"L x 27"D x 39"H



Guest Chair

Black Fabric
25"L x 22"D x 36"H

OFFICE SEATING



Goal Drafting Stool

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



Goal Drafting Stool Armless

Black
20.5"L x 24"D x 48"H

CONFERENCE TABLES



Conference Table Rectangle

Maple 6'
Black 6'
Mahogany 6'
72"L x 36"H
Maple 8'
Black 8'
Mahogany 8'
96"L x 48"H



Conference Table Racetrack

Black 8'
Mahogany 8'
96"L x 48"H
Black 6'
Mahogany 6'
72"L x 36"H



Conference Table Round

Mahogany
42"Round x 29"H



Chrome & Glass Table Rectangle

Clear Glass/Chrome
60"L x 36"D x 29"H



Chrome & Glass Table Round

Clear Glass/Chrome
42"Round x 29"H



Chrome & Glass Table Square

Clear Glass/Chrome
32"L x 32"D x 29"H

CONFERENCE TABLES



Chrome & Glass Trestle Table

Clear Glass/Chrome
48"L x 32"D x 29"H

OFFICE FURNITURE



Computer Kiosk

Black
White
24"L x 24"D x 42"H



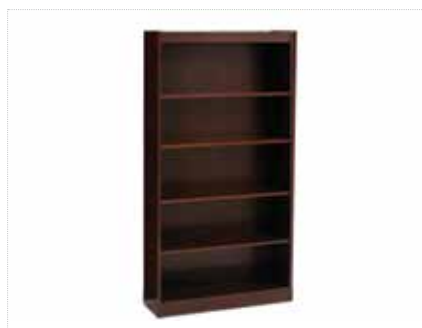
Computer Counter

Graphite
48"L x 24"D x 42"H



Computer Desk

Graphite
48"L x 24"D x 29"H



5 Shelf Bookcase

Mahogany
Black
36"L x 12"D x 72"H



Black Credenza

Black
60"L x 20"D x 29"H



Black Double Pedestal

Black
60"L x 30"D x 29"H

OFFICE FURNITURE

**Credenza Maple**

Maple
 72"L x 20"D x 29"H

**Desk Maple**

Double Pedestal
 60"L x 30"D x 29"H

**Lateral File Maple**

2 Drawer with Lock
 36"L x 20"D x 29"H

**Genoa Storage Credenza**

Mahogany 2 Filing Cabinets
 2-Drawers-Inside Shelves
 20"W x 66"L

**Genoa Kneespace Credenza**

Mahogany 2 Filing Cabinets/2-Drawers
 20"W x 66"L

**Genoa Executive Desk**

Mahogany Double Pedestal-Locking Drawers
 36"W x 72"L

**Presidential Kneespace Credenza**

Mahogany
 24"W x 66"L x 29"H

**Presidential Executive Desk**

Mahogany
 36"W x 72"L x 29"H

**Presidential File Cabinet**

Mahogany
 24"W x 36"L x 29"H

OFFICE FURNITURE



Hayden Table

Black Wood
 78"L x 36"D x 30"H



Vivid Café Table Square

Clear Glass/Smoked Powder Coat Finish
 42"L x 42"D x 30"H



Vivid Café Table Rectangle

Clear Glass/Smoked Powder Coat Finish
 60"L x 36"D x 30"H

METAL FILE & STORAGE CABINETS



2-Drawer File

Black Letter
 29"H x 25"D x 15"W
 Black Legal
 29"H x 25"D x 18"W



4-Drawer File

Black Letter
 52"H x 25"D x 15"W
 Black Legal
 52"H x 25"D x 18"W



2-Drawer Lateral File

Black (Pictured)
 27"H x 18"D x 36"W
 Black (Not Pictured)
 29"H x 20"D x 36"W



4-Drawer Lateral File

Black
 54"H x 18"D x 36"W



Storage Cabinet

Black
 36"W x 18"D x 72"H

PEDESTALS



Display Pedestals 42"

- Black
14"W x 14"D x 42"H
- Black
24"W x 24"D x 42"H
- Black
18"W x 18"D x 42"H
- White
14"W x 14"D x 42"H



Display Pedestals 36"

- Black
14"W x 14"D x 36"H
- Black
24"W x 24"D x 36"H
- White
14"W x 14"D x 36"H
- White
24"W x 24"D x 36"H



Display Pedestals 30"

- Black
14"W x 14"D x 30"H
- Black
24"W x 24"D x 30"H
- Black
18"W x 18"D x 30"H
- White
14"W x 14"D x 30"H



Locking Pedestal

- Black
- White
- 24"W x 24"D x 42"H

-
-

MISCELLANEOUS ITEMS

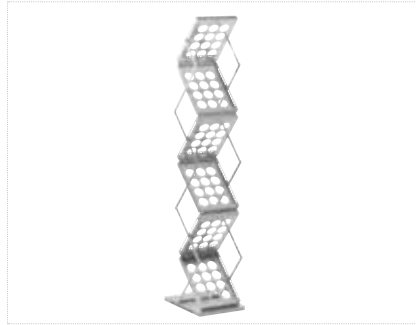


Stanchion

Chrome
36"H

Stanchion Rope

Red Velour
6"W



Literature Stand Small

Aluminum
9"W x 14"D x 54.5"H

**Available in Limited Quantities*



Literature Rack

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



Refrigerator Compact

White 4 Cu Ft
19"W x 21"D x 33.5"H



Plexi Display Unit

18"Square x 68"H
(Height Includes Top Piece)

LIGHTING



Brushed Steel Lamps

Table Lamp White/Steel
26"H
Floor Lamp White/Steel
66"H



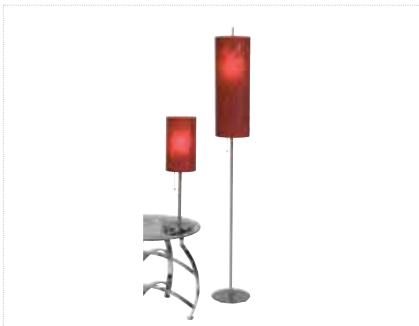
Brushed Nickel Lamps

Table Lamp White/Nickel
29"H
Floor Lamp White/Nickel
60"H



Rubbed Bronze Lamps

Table Lamp White/Bronze
28"H
Floor Lamp White/Bronze
60"H



Brushed Steel Lamps

Table Lamp Red/Steel
26"H
Floor Lamp Red/Steel
66"H



Neutrino Floor Lamp

Steel
67"H

DESIGN YOUR BOOTH SPACE YOUR WAY



10x20 Booth Footprint

Grammercy Loveseat & Corner • Novel Cocktail & End Table • 4FT VIP Bar • Criss Cross Chairs • Café Table • Literature Stand



10x10 Booth Footprint

Whisper Sofa & Chair • Reno Cocktail & End Tables
Equino Stools • Chardonnay Bar Table



10x10 Booth Footprint

Metro Sofa & Chair • Novel End Tables
Equino Stools • Bar Table



10x20 Booth Footprint

Bella Chocolate Sofa • Harmony Cocktail & End Tables • Stage Chairs • Escape Chairs • Café Tables • Literature Rack





Trade Show Order Form

Diana Gonzalez / Janet Anderson
 dgonzalez@rentfurniture.com
 janderson@rentfurniture.com
 Fax: 630-783-8561

TRADE SHOW INFORMATION

Show Name		Company Name	
Show Dates		Contact Name	
Venue Name		Contact Cell #	
Venue Address		Delivery Date	Time:
City, State, Zip		Pickup Date	Time:
Booth # and Name		Show Contractor	

All Furniture Subject to Availability

Terms & Conditions:

Payments:

Payment terms - 100% Payment due prior to delivery to secure the order unless Credit Approved with AFR

You may be subject to additional charges by the drayage company for moving the furniture from the loading dock to the exhibit space, please check your Exhibitor Manual.

Cancellation Fee: If cancelled within 3 days prior to delivery, a 100% charge will be applied.Late Fee: All orders received within 14 days of the show opening will receive at 25% Late Fee. Show Site orders will be based on availability and charged a 30% Late Fee.

Item Number	Weight	Description	Dimensions	Standard	Qty.	Total
Whisper (Pg. 2)						
18228-0607	100 lbs.	Whisper White Leather Sofa	87"L x 37"D x 35"H	\$575.00		\$0.00
18167-0471	90 lbs.	Whisper White Leather Loveseat	61"L x 37"D x 35"H	\$550.00		\$0.00
18284-0487	75 lbs.	Whisper White Leather Chair	35"L x 37"D x 35"H	\$450.00		\$0.00
18024-0003	30 lbs.	Whisper White Leather Bench Ottoman	60"L x 24"D x 17"H	\$250.00		\$0.00
18184-0034	30 lbs.	Whisper White Leather Square Ottoman	40"L x 40"D x 17"H	\$250.00		\$0.00
18184-0038	30 lbs.	Whisper White Leather Round Ottoman	46" Round x 17"H	\$250.00		\$0.00
Function (Pg. 2)						
18284-0554	80 lbs.	Function Madras White Leather Armless Chair	28"L x 28"D x 29"H	\$300.00		\$0.00
18066-0016	80 lbs.	Function Madras White Leather Corner	28"L x 28"D x 29"H	\$325.00		\$0.00
Continental (Pg. 3)						
18303-0001	90 lbs.	Continental White Leather Curved Loveseat	82"L x 34"D x 31"H	\$595.00		\$0.00
18304-0001	100 lbs.	Continental White Leather Reverse Loveseat	72"L x 34"D x 31"H	\$575.00		\$0.00
18296-0005	50 lbs.	Continental White Leather Wedge Ottoman	30"L x 34"D x 19"H	\$250.00		\$0.00
18184-0131	75 lbs.	Continental White Leather Curved Bench	70"L x 26"D x 19"H	\$295.00		\$0.00
18184-0132	50 lbs.	Continental White Leather Half Moon Ottoman	33"L x 19"D x 19"H	\$250.00		\$0.00
Sophistication (Pg. 3 & 4)						
18228-0674	110 lbs.	Sophistication White Leather Sofa	72"L x 31"D x 48"H	\$595.00		\$0.00
18167-0466	90 lbs.	Sophistication White Leather Loveseat	48"L x 31"D x 48"H	\$395.00		\$0.00
18284-0563	75 lbs.	Sophistication White Leather Chair	27"L x 31"D x 48"H	\$295.00		\$0.00
18066-0017	80 lbs.	Sophistication White Leather Corner	31"L x 31"D x 48"H	\$295.00		\$0.00
18184-0130	40 lbs.	Sophistication White Leather Ottoman	31" Square x 19"H	\$225.00		\$0.00
Metro (Pg. 4)						
18228-0602	100 lbs.	Metro Black Leather Sofa	85"L x 35"D x 35"H	\$495.00		\$0.00
18167-0467	90 lbs.	Metro Black Leather Loveseat	60"L x 35"D x 35"H	\$470.00		\$0.00
18284-0482	75 lbs.	Metro Black Leather Chair	35"L x 35"D x 35"H	\$370.00		\$0.00
18184-0179	30 lbs.	Metro Black Leather Square Ottoman	40" Square x 17"H	\$250.00		\$0.00
18024-0008	30 lbs.	Metro Black Leather Bench Ottoman	60"L x 24"D x 17"H	\$250.00		\$0.00
Sausalito (Pg. 5)						
18228-0753	100 lbs.	Sausalito Black Sofa	83"L x 32"D x 32"H	\$425.00		\$0.00
18167-0562	90 lbs.	Sausalito Black Loveseat	59"L x 32"D x 32"H	\$375.00		\$0.00
18284-0656	75 lbs.	Sausalito Black Chair	39"L x 32"D x 32"H	\$275.00		\$0.00
Grammercy (Pg. 5)						
18228-0605	100 lbs.	Grammercy Charcoal Leather Sofa	82"L x 36"D x 36"H	\$550.00		\$0.00
18167-0469	90 lbs.	Grammercy Charcoal Leather Loveseat	57"L x 36"D x 36"H	\$475.00		\$0.00
18284-0485	50 lbs.	Grammercy Charcoal Leather Chair	28"L x 36"D x 36"H	\$300.00		\$0.00
18066-0015	50 lbs.	Grammercy Charcoal Leather Corner	36"L x 36"D x 36"H	\$350.00		\$0.00
18184-0135	30 lbs.	Grammercy Charcoal Leather Round Ottoman	46" Round x 17"H	\$250.00		\$0.00
18184-0033	30 lbs.	Grammercy Charcoal Leather Square Ottoman	40" Square x 17"H	\$250.00		\$0.00
18024-0002	30 lbs.	Grammercy Charcoal Leather Bench Ottoman	60"L x 24"D x 17"H	\$250.00		\$0.00
Parma (Pg. 6)						
18228-0789	100 lbs.	Parma Brown Leather Sofa	79"L x 37"D x 36"H	\$495.00		\$0.00
18167-0577	90 lbs.	Parma Brown Leather Loveseat	56"L x 37"D x 36"H	\$470.00		\$0.00
18284-0710	75 lbs.	Parma Brown Leather Chair	33"L x 37"D x 36"H	\$370.00		\$0.00
18024-0061	30 lbs.	Parma Brown Leather Bench Ottoman	60"L x 24"D x 17"H	\$250.00		\$0.00
Bella Chocolate (Pg. 6)						
18228-0071	140 lbs.	Bella Chocolate Sofa	84"L x 38"D x 34"H	\$425.00		\$0.00
18167-0058	110 lbs.	Bella Chocolate Loveseat	61"L x 38"D x 34"H	\$375.00		\$0.00
18284-0125	90 lbs.	Bella Chocolate Chair	38"L x 38"D x 34"H	\$275.00		\$0.00
Chandler (Pg. 7)						
18228-0795	100 lbs.	Chandler Red Leather Sofa	76"L x 37"D x 35"H	\$495.00		\$0.00
18167-0581	90 lbs.	Chandler Red Leather Loveseat	53"L x 37"D x 35"H	\$470.00		\$0.00
18284-0717	75 lbs.	Chandler Red Leather Chair	31"L x 37"D x 35"H	\$370.00		\$0.00
18024-0062	30 lbs.	Chandler Red Leather Bench Ottoman	60"L x 24"D x 17"H	\$250.00		\$0.00
Imperial (Pg. 7)						

12055-0272	75 lbs.	Harmony Wood/Espresso Cocktail Table	51"L x 28"D x 18"H	\$180.00	\$0.00
12230-0080	66 lbs.	Harmony Wood/Espresso Sofa Table	52"L x 18"D x 30"H	\$190.00	\$0.00
12078-0012	50 lbs.	Cube, White 30" Cocktail Table	30"L x 30"D x 16"H	\$175.00	\$0.00
12078-0011	50 lbs.	Cube, Black 30" Cocktail Table	30"L x 30"D x 16"H	\$175.00	\$0.00
12078-0010	40 lbs.	Cube, White 24" Cocktail Table	24"L x 24"D x 16"H	\$170.00	\$0.00
12078-0009	40 lbs.	Cube, Black 24" Cocktail Table	24"L x 24"D x 16"H	\$170.00	\$0.00
12078-0014	40 lbs.	Cube, White 24" End Table	24"L x 24"D x 21"H	\$165.00	\$0.00
12078-0013	40 lbs.	Cube, Black 24" End Table	24"L x 24"D x 21"H	\$165.00	\$0.00
12003-0039	22 lbs.	Zanzibar Table	16" Square	\$195.00	\$0.00
12003-0038	17 lbs.	Rose Table	16" Round x 16"H	\$195.00	\$0.00
12055-0318	75 lbs.	Club Cocktail Table w/ built in LED Lighting	44"L x 22"D x 18"H	\$250.00	\$0.00
12107-0331	60 lbs.	Club End Table w/ built in LED Lighting	22"L x 22"D x 18"H	\$225.00	\$0.00
12003-0051	15 lbs.	Phoebe Table - Gold	17" Round x 22"H	\$115.00	\$0.00
12003-0052	15 lbs.	Phoebe Table - Lime Green	17" Round x 22"H	\$115.00	\$0.00
12003-0056	15 lbs.	Phoebe Table - Yellow	17" Round x 22"H	\$115.00	\$0.00
12003-0053	15 lbs.	Phoebe Table - Rose	17" Round x 22"H	\$115.00	\$0.00
12003-0074	15 lbs.	Phoebe Table - Teal	17" Round x 22"H	\$115.00	\$0.00
Bars & Bar Backs (Pg. 14)					
05012-0001	256 lbs.	Manhattan Martini Bar	63"L x 29"D x 42"H	\$650.00	\$0.00
05012-0026	120 lbs.	VIP Frosted Plexi Glow Bar 6'	72"L x 24"D x 42"H	\$650.00	\$0.00
05012-0024	100 lbs.	VIP Frosted Plexi Glow Bar 4'	48"L x 24"D x 42"H	\$550.00	\$0.00
05012-0054	70 lbs.	White Bar - 2 Shelf	48"L x 16"D x 42"H	\$295.00	\$0.00
05012-0053	70 lbs.	Black Bar - 2 Shelf	48"L x 16"D x 42"H	\$295.00	\$0.00
05001-0007	125 lbs.	Shanti Bar Back - White	43.5"L x 12"D x 77.625"H	\$350.00	\$0.00
05001-0006	125 lbs.	Shanti Bar Back - Espresso	43.5"L x 12"D x 77.625"H	\$350.00	\$0.00
Bar Stools (Pg. 14 & 15)					
05237-0223	25 lbs.	Park Avenue Bar Stool - Maple	16"L x 19"D x 43"H	\$150.00	\$0.00
05237-0039	20 lbs.	Criss Cross Bar Stool - White	15"L x 19"D x 41"H	\$160.00	\$0.00
05237-0038	20 lbs.	Criss Cross Bar Stool - Espresso	15"L x 19"D x 41"H	\$160.00	\$0.00
05237-0036	15 lbs.	Escape Bar Stool - Natural Maple	16"L x 16"D x 41"H	\$135.00	\$0.00
05237-0219-CB	20 lbs.	Silk Back Bar Stool - Cobalt	17"L x 18"D x 41.5H	\$150.00	\$0.00
05237-0219-R	20 lbs.	Silk Back Bar Stool - Red	17"L x 18"D x 41.5H	\$150.00	\$0.00
05237-0219-G	20 lbs.	Silk Back Bar Stool - Grape	17"L x 18"D x 41.5H	\$150.00	\$0.00
05237-0219-L	20 lbs.	Silk Back Bar Stool - Lime	17"L x 18"D x 41.5H	\$150.00	\$0.00
05237-0219-T	20 lbs.	Silk Back Bar Stool - Tangerine	17"L x 18"D x 41.5H	\$150.00	\$0.00
05237-0219-W	20 lbs.	Silk Back Bar Stool - White	17"L x 18"D x 41.5H	\$150.00	\$0.00
05237-0219-B	20 lbs.	Silk Back Bar Stool - Black	17"L x 18"D x 41.5H	\$150.00	\$0.00
05237-0221	20 lbs.	Euro Bar Stool - Black	22"L x 24"D x 41.75"H	\$150.00	\$0.00
05237-0231	40 lbs.	Hourglass Bar Stool - White	18"L x 20"D x 24"-25.9"H	\$165.00	\$0.00
05237-0230	40 lbs.	Hourglass Bar Stool - Black	18"L x 20"D x 24"-25.9"H	\$165.00	\$0.00
05237-0160	35 lbs.	Equino Bar Stool - Black	15"L x 13"D x 35"H	\$165.00	\$0.00
05237-0041	35 lbs.	Equino Bar Stool - White	15"L x 13"D x 35"H	\$165.00	\$0.00
05237-0156	30 lbs.	Regal (Parson) Bar Stool - Brown	19"L x 24"D x 39"H	\$165.00	\$0.00
05237-0168	25 lbs.	Caprice Bar Stool - Black	25"L x 24"D x 32"H	\$165.00	\$0.00
05237-0042	18 lbs.	Sonic Bar Stool - Black	22"L x 22"D x 42"H	\$135.00	\$0.00
05237-0215	13 lbs.	Marcus Bar Stool - Gunmetal	18"L x 18"D x 29.5H	\$125.00	\$0.00
Café Chairs (Pg. 16 & 17)					
05035-0025-B	20 lbs.	Silk Back Arm Chair - Black	20.5"L x 18"D x 34"H	\$100.00	\$0.00
05035-0025-CB	20 lbs.	Silk Back Arm Chair - Cobalt	20.5"L x 18"D x 34"H	\$100.00	\$0.00
05035-0025-R	20 lbs.	Silk Back Arm Chair - Red	20.5"L x 18"D x 34"H	\$100.00	\$0.00
05035-0025-G	20 lbs.	Silk Back Arm Chair - Grape	20.5"L x 18"D x 34"H	\$100.00	\$0.00
05035-0025-L	20 lbs.	Silk Back Arm Chair - Lime	20.5"L x 18"D x 34"H	\$100.00	\$0.00
05035-0025-T	20 lbs.	Silk Back Arm Chair - Tangerine	20.5"L x 18"D x 34"H	\$100.00	\$0.00
05035-0025-W	20 lbs.	Silk Back Arm Chair - White	20.5"L x 18"D x 34"H	\$100.00	\$0.00
05035-0024-B	18 lbs.	Silk Back Armless Chair - Black	17"L x 18"D x 34"H	\$95.00	\$0.00
05035-0024-CB	18 lbs.	Silk Back Armless Chair - Cobalt	17"L x 18"D x 34"H	\$95.00	\$0.00
05035-0024-R	18 lbs.	Silk Back Armless Chair - Red	17"L x 18"D x 34"H	\$95.00	\$0.00
05035-0024-G	18 lbs.	Silk Back Armless Chair - Grape	17"L x 18"D x 34"H	\$95.00	\$0.00
05035-0024-L	18 lbs.	Silk Back Armless Chair - Lime	17"L x 18"D x 34"H	\$95.00	\$0.00
05035-0024-T	18 lbs.	Silk Back Armless Chair - Tangerine	17"L x 18"D x 34"H	\$95.00	\$0.00
05035-0024-W	18 lbs.	Silk Back Armless Chair - White	17"L x 18"D x 34"H	\$95.00	\$0.00
05035-0026	21 lbs.	Park Avenue Chair - Maple	16"L x 18"D x 31"H	\$135.00	\$0.00
05035-0008	15 lbs.	Leslie Chair - White	20"L x 20"D x 39"H	\$85.00	\$0.00
14233-0005	17 lbs.	Comet Stack Arm Chair - Black	23"L x 22"D x 32"H	\$130.00	\$0.00
14233-0006	15 lbs.	Comet Stack Chair - Black	23"L x 22"D x 32"H	\$125.00	\$0.00
05221-0039	45 lbs.	Regal (Parson) Chair - Brown	19"L x 23"D x 38"H	\$135.00	\$0.00
05035-0009	10 lbs.	Escape Chair - Natural Maple	17"L x 17"D x 32"H	\$95.00	\$0.00
14233-0016	13 lbs.	Sonic Chair - Black	20"L x 21"D x 32"H	\$95.00	\$0.00
14233-0025	22 lbs.	Caprice Chair - Black	22"L x 21"D x 32"H	\$95.00	\$0.00
05035-0011	12 lbs.	Criss Cross Chair - White	17"L x 21"D x 32"H	\$110.00	\$0.00
05035-0010	12 lbs.	Criss Cross Chair - Espresso	17"L x 21"D x 32"H	\$110.00	\$0.00
14233-0034	10 lbs.	Trend Chair - Black	19"L x 18"D x 32.25"H	\$125.00	\$0.00
14233-0038	10 lbs.	Trend Chair - White	19"L x 18"D x 32.25"H	\$125.00	\$0.00
14233-0035	10 lbs.	Trend Chair - Lime	19"L x 18"D x 32.25"H	\$125.00	\$0.00
14233-0037	10 lbs.	Trend Chair - Orange	19"L x 18"D x 32.25"H	\$125.00	\$0.00
14233-0036	10 lbs.	Trend Chair - Natural	19"L x 18"D x 32.25"H	\$125.00	\$0.00
05035-0023	14 lbs.	Elio Chair	17"L x 17"D x 33"H	\$95.00	\$0.00
Bar Tables (Pg. 17 & 18)					

05088-0365	58 lbs.	Vivid Café - Square Table Glass	42"L x 42"D x 30"H	\$300.00	\$0.00
05088-0364	68 lbs.	Vivid Café - Rectangle Table Glass	60"L x 36"D x 30"H	\$350.00	\$0.00
14148-0001	35 lbs.	2 Drawer Vertical File - Letter Size Locking Black	29"H x 25"D x 15"W	\$120.00	\$0.00
14147-0001	35 lbs.	2 Drawer Vertical File - Legal Size Locking Black	29"H x 25"D x 18"W	\$150.00	\$0.00
14148-0002	45 lbs.	4 Drawer Vertical File - Letter Size Locking Black	52"H x 25"D x 15"W	\$155.00	\$0.00
14147-0002	45 lbs.	4 Drawer Vertical File - Legal Size Locking Black	52"H x 25"D x 18"W	\$175.00	\$0.00
14143-0006	125 lbs.	2 Drawer Lateral File - Locking Black	27"H x 18"D x 36"W	\$155.00	\$0.00
14143-0144	125 lbs.	2 Drawer Lateral File - Locking Black	29"H x 20"D x 36"W	\$185.00	\$0.00
14143-0008	197 lbs.	4 Drawer Lateral File - Locking Black	54"H x 18"D x 36"W	\$200.00	\$0.00
14034-0015	133 lbs.	Storage Cabinet - Locking Black	72"H x 18"D x 36"W	\$200.00	\$0.00

Pedestals (Pg. 24)

12091-0023	50 lbs.	Display Pedestal 14x42 Black	14"L x 14"D x 42"H	\$240.00	\$0.00
12091-0004	120 lbs.	Display Pedestal 24x42 Black	24"L x 24"D x 42"H	\$290.00	\$0.00
12091-0002	55 lbs.	Display Pedestal 18x42 Black	18"L x 18"D x 42"H	\$265.00	\$0.00
12091-0030	50 lbs.	Display Pedestal 14x42 White	14"L x 14"D x 42"H	\$240.00	\$0.00
12091-0024	45 lbs.	Display Pedestal 14x36 Black	14"L x 14"D x 36"H	\$205.00	\$0.00
12091-0034	75 lbs.	Display Pedestal 24x36 Black	24"L x 24"D x 36"H	\$290.00	\$0.00
12091-0031	45 lbs.	Display Pedestal 14x36 White	14"L x 14"D x 36"H	\$205.00	\$0.00
12091-0033	75 lbs.	Display Pedestal 24x36 White	24"L x 24"D x 36"H	\$290.00	\$0.00
12091-0025	40 lbs.	Display Pedestal 14x30 Black	14"L x 14"D x 30"H	\$185.00	\$0.00
12091-0003	80 lbs.	Display Pedestal 24x30 Black	24"L x 24"D x 30"H	\$275.00	\$0.00
12091-0001	45 lbs.	Display Pedestal 18x30 Black	18"L x 18"D x 30"H	\$195.00	\$0.00
12091-0032	40 lbs.	Display Pedestal 14x30 White	14"L x 14"D x 30"H	\$185.00	\$0.00
14309-0001	125 lbs.	Locking Pedestal Black	24"L x 24"D x 42"H	\$365.00	\$0.00
14179-0005	125 lbs.	Locking Pedestal White	24"L x 24"D x 42"H	\$365.00	\$0.00

Miscellaneous Items (Pg. 25)

14189-0077	50 lbs.	Stanchion Chrome	36"H	\$50.00	\$0.00
11-517	2 lbs.	Stanchion Rope - Red Velour	6' Length	\$25.00	\$0.00
14308-0006	7 lbs.	Literature Stand - Small Aluminum	9"L x 14"D x 54.5"H	\$130.00	\$0.00
14308-0005	7 lbs.	Literature Rack - Black Metal	10.5"L x 9.5"D x 57"H	\$135.00	\$0.00
01209-0003	50 lbs.	Compact Refrigerator White - 4.0 Cu Ft	19"L x 21"D x 33.5"H	\$250.00	\$0.00
99-12091-01	78 lbs.	Plexi Display Unit	18" Square x 68"H	\$300.00	\$0.00

Lighting (Pg. 26)

09417-0001 BSW	4 lbs.	Brushed Steel Table Lamp - White	26"H	\$85.00	\$0.00
09392-0001 BSW	8 lbs.	Brushed Steel Floor Lamp - White	66"H	\$125.00	\$0.00
09417-0001 BN	7 lbs.	Brushed Nickel Table Lamp - White	29"H	\$85.00	\$0.00
09392-0001 BN	12 lbs.	Brushed Nickel Floor Lamp - White	60"H	\$125.00	\$0.00
09417-0001 RB	7 lbs.	Rubbed Bronze Table Lamp - White	28"H	\$85.00	\$0.00
09392-0001 RB	11 lbs.	Rubbed Bronze Floor Lamp - White	60"H	\$125.00	\$0.00
09417-0001 BSR	4 lbs.	Brushed Steel Table Lamp - Red	29"H	\$85.00	\$0.00
09392-0001 BSR	8 lbs.	Brushed Steel Floor Lamp - Red	66"H	\$125.00	\$0.00
50013	71 lbs.	Neutrino Steel Floor Lamp - Steel	67"H	\$125.00	\$0.00



Please make payments payable to: American Furniture Rental
PO Box 821014
Philadelphia, PA 19182

Total of Pages Above		\$0.00
Late Fee		\$0.00
Sub Total		\$0.00
Sales Tax		\$0.00
TOTAL Amount Due		\$0.00

Company Name	0	Credit Card Type	
Address		Credit Card #	
City		Card Holder	
State		Expiration Date	
Zip Code		Security Code	
Name / Date of Show	-	Signature	
Booth Number	0	Date	
Contact Name	0	E-Mail Address	
Contact Phone		Fax	
Contact Cell	-		
Special Instructions			



Electrical, Phone and Internet Service
are provided through
Hilton Chicago

The Hilton Chicago is no longer accepting paper order forms for Exhibitors. The Hilton Chicago is now working with Boomer Commerce which is an online ordering system.

This system will assist in simplifying the way exhibitors order hotel services

Please click on the link below to register and order hotel services:

<https://hiltonchicago.boomerecommerce.com/>

Please do not hesitate to call me or e-mail with any questions you might have regarding Hilton Chicago online ordering system

*****Exhibitor Information*****

Welcome Exhibitors,

In compliance with the directives of the Chicago Fire Prevention Bureau, please be aware that equipment, products, materials, or containers of any kind may not; under any circumstances be stored under any tables, behind any drape, or behind any booth displays. You may keep one days supply of your product or materials on display in the open area of your booth space. Any overflow materials may be stored by Hotel.

These materials will be accessible daily.

Any items stored behind a booth display or drape will be subject to removal and placed in an off-site storage facility. These items will be returned to you at the close of the show.

If any booth is found not to be in compliance the Fire Marshal reserves the right to close down that booth. Those exhibitors not in compliance would still be responsible for any services rendered. Vehicle must have a lock on gas tank, not more then an 8th of gas the battery must be un-hooked by the hotel electrician the keys give to Hilton Security Department.

***All tents must be Fire Retardant and Porous.**

**Thank you for your cooperation.
Hilton Chicago Management**



ISHRS 23rd Annual Scientific Meeting
Hilton Chicago
Chicago, Illinois
September 10-12, 2015

Early Order Discount Deadline **August 21, 2015**

Order online at <http://www.ets-av.com/orders>

Company Information

Company Name _____
 Company Address _____
 City _____ State _____
 Country _____ Zip/Postal Code _____
 Ordered By _____ Email _____
 Phone Number _____ Fax Number _____

Show Information

On Site Contact Name _____ Contact Email _____
 Booth Name _____ Booth Number _____
 Requested Delivery Date _____ Delivery Time: 1p-4p 3p-7p

Payment Information

Credit Card _____ Account Number _____ Expiration _____
 Cardholder Name _____
 Cardholder Address _____
 City _____ State _____
 Country _____ Zip/Postal Code _____
 Cardholder Signature _____

By signing the above you are certifying the credit card information to be true and correct. You are authorizing the account to be charged for this advance order and any additional amounts incurred as a result of changes by on site representatives.

Check

Remit To:
Event Technology
Services
8080 Tristar Dr, Suite 118
Irving, TX 75063
Please Call for Wire Transfer

Additional equipment is available. Please call for quote.
 Equipment rental rates are show rates.
 A representative must be in the booth to sign for equipment.
 Cancellation of services must be received by discount deadline or cancellation minimums will apply.
 Changes in delivery date or time on site may result in additional labor charges.
 All equipment will be picked up by ETS staff upon completion of the event.





8080 Tristar Dr, Suite 118
Irving, Texas, 75063
ph: 972.756.0100
fax: 972.756.0123



Booth Name _____

Booth Number _____

Flatscreen Monitors	Qty	Early Order	Standard Rate	Total
24" Flatscreen Monitor		\$415.00	\$550.00	
32" Flatscreen Monitor		\$450.00	\$600.00	
40" Flatscreen Monitor		\$600.00	\$800.00	
50" Flatscreen Monitor		\$1,125.00	\$1,500.00	
60" Flatscreen Monitor		\$1,350.00	\$1,800.00	
70" Flatscreen Monitor		\$1,725.00	\$2,300.00	
80" Flatscreen Monitor		\$2,815.00	\$3,750.00	

Touchscreen, Larger Monitors & Video Walls Available-Please Call for Quote

Accessories	Qty	Early Order	Standard Rate	Total
Monitor Chrome Pole Stand		\$150.00	\$200.00	
Chrome Pole Stand Shelf		\$55.00	\$75.00	
Computer Speakers with Subwoofer		\$75.00	\$100.00	
Wired Keyboard & Mouse		\$35.00	\$50.00	
Wireless Remote Presenter		\$35.00	\$50.00	

Computers	Qty	Early Order	Standard Rate	Total
Windows 7 i3 ThinkPad		\$380.00	\$440.00	
Windows 7 i7 ThinkPad		\$440.00	\$550.00	
MacBook Laptop		\$420.00	\$525.00	
iMac		\$600.00	\$800.00	

Mobile Devices	Qty	Early Order	Standard Rate	Total
iPad 16G with WiFi and Black Case		\$415.00	\$550.00	
iPad 32G with WiFi and Black Case		\$450.00	\$600.00	
iPad Floor Stand		\$190.00	\$250.00	

Playback	Qty	Early Order	Standard Rate	Total
Blu-Ray DVD Player		\$240.00	\$300.00	
CD Player		\$120.00	\$150.00	

Microphones	Qty	Early Order	Standard Rate	Total
Wireless Headset Microphone System		\$360.00	\$450.00	
Wireless Lavalier Microphone System		\$300.00	\$375.00	
Wireless Handheld Microphone System		\$300.00	\$375.00	
Wired Handheld Microphone		\$70.00	\$85.00	

Sound Systems	Qty	Early Order	Standard Rate	Total
MeyerSound UPM-1P Powered Speaker (Pair)		\$600.00	\$750.00	
HK Nano 300 Powered Speaker (Pair)		\$450.00	\$550.00	
12" Powered Speaker (Pair)		\$260.00	\$325.00	

Mixers	Qty	Early Order	Standard Rate	Total
4 Channel Mixer		\$90.00	\$115.00	
12 Channel Mixer		\$180.00	\$225.00	

Printers	Qty	Early Order	Standard Rate	Total
HP 4200N Series B&W Laser Printer		\$200.00	\$250.00	
HP 3800N Series Color Laser Printer		\$335.00	\$450.00	

Totals
Equipment Total
Service Charge (30% of Equipment Total/\$150 Minimum)
Grand Total

The Service Charge includes delivery, setup, dismantle and pick up of your equipment. For orders in excess of \$3,000 in equipment, labor will be charged based on time and labor regulations and parameters for that city.

Additional equipment and accessories are available. Contact Kim or Martha at **972.756.0100** for questions, special requests or additional labor.

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