

Exagere

EXPOSITION SERVICES



Mississippi Lumber Manufacturers Association 2024 Trade Show

June 21, 2024

Beau Rivage Resort & Casino

Biloxi, Mississippi

EXHIBITOR SERVICE MANUAL

Dear Exhibitor:

Exagere Exposition Services is pleased to have been selected by Mississippi Lumber Manufacturers Association as your Exhibitor Services Contractor. We realize that exhibiting in a convention can be a daunting task. It is our mission to provide you with a seamless planning process and be a solid information resource that will result in the successful execution of your event.

We are available by phone or email prior to the event or on show site at the Exagere Exposition Services Desk.

DISCOUNTS on many decorating items and services can be realized if your orders are placed by the discount deadline dates.

We look forward to serving you!

Sincerely,

EXAGERE EXPOSITION SERVICES

3 Cove Hollow Path P (601) 569-9357 F (601) 620-4686
Carriere, MS 39426 info@exagereexpo.com

SHOW

SHOW NAME: **MISSISSIPPI LUMBER MANUFACTURERS ASSN 2024**
DATES: **JUNE 21, 2024**
LOCATION: **BEAU RIVAGE RESORT & CASINO**
ADDRESS: **875 BEACH BLVD**
BILOXI, MS 39530

OFFICIAL SERVICE PROVIDER

EXAGERE EXPOSITION SERVICES (EES)

3 Cove Hollow Path Carriere, MS 39426

www.exagereexpo.com

Phone: (601) 569-9357

Fax: (601)620-4686

Email: info@exagereexpo.com

Exagere will be onsite at your show to assist you in coordinating any last minute services, ordering additional products and answering any questions you may have.

EXHIBIT FLOOR MANAGEMENT

Please Note: Exhibit floor plan booth space selection must be selected with MLMA show management, not Exagere. All questions regarding the floor plan booth space assignments should directed to:

Name: Ellery Jones

Phone: (601) 672-7362

Title: Executive Director, Event Operations

Email: ellery@mlmalumber.com

EXHIBIT HALL / BOOTH INFORMATION

Exhibit Hall Location: Magnolia Ballroom Floor: 2nd

Exhibit Hall Carpeted: Yes

Booth Size: 8' X 10'

Backwall Drape: Black

Siderail Drape: Black

Booth Furnishings: (1) 6' Black skirted table, (2) Black padded chairs, (1) Wastebasket, and (1) 7" x 44" ID Sign

Electrical Supplied: Electrical outlet(s) are available for rental.

ELECTRICAL / INTERNET / AV SERVICES

Encore exhibitor order form for electrical, internet, and audio video equipment is provided on the last page of the kit.

IMPORTANT DATES

Discount Deadline Date

Friday June 7, 2024

Approved Graphics Artwork Deadline Date:

Friday June 7, 2024

Exhibitor Move-In

Friday June 21, 2024

8:00 AM - 11:00 AM

All exhibits must be fully installed by Friday June 21, 2024 by 11:00 AM.

Exhibit Show Hours

Friday June 21, 2024

12:00 PM - 5:00 PM

Exhibitor Move-Out

Friday June 21, 2024

5:30 PM - 8:00 PM

Exhibits shall not be dismantles before 5:30 PM on Friday June 21, 2024.

Please note: This event moves out on overtime after 5:00 PM on Friday, all applicable surcharges will apply.

Facility Clear

Friday June 21, 2024

By 8:00 PM

All exhibitor materials must be removed from the exhibit facility by 8:00 PM on Friday, June 21, 2024. Any materials remaining in the facility will be re-routed via the house carrier's choice.

SHIPPING ADDRESSES

For your convenience shipping labels have been provided in this kit.

Advance Shipping to Warehouse:

C/O Exagere Exposition Services

Mississippi Lumber Manufacturers Association 2024

(Your Exhibiting Company Name / Booth #)

12297 Shriners Blvd

Biloxi, MS 39532

Shipments should arrive on or between:

Monday, May 13 - Friday, June 7, 2024

Receiving Hours are Monday - Friday 9:00 AM - 4:00 PM

Direct Shipments to Show Site:

C/O Exagere Exposition Services

Mississippi Lumber Manufacturers Association 2024

(Your Exhibiting Company Name / Booth #)

Beau Rivage Resort & Casino

875 Beach Blvd

Biloxi, MS 39530

Shipments should arrive on:

Thursday, June 20 - Friday, June 21, 2024

Show Site Receiving Hours are: 8:00 AM - 5:00 PM

Please note that this facility does not accept advance shipments. Your shipment will be refused and your carrier will be turned away.

For Assistance, please call (601) 569-9357 to speak with one of our representatives.

SHOW

SHOW NAME: **MISSISSIPPI LUMBER MANUFACTURERS ASSN 2024**
DATES: **JUNE 21, 2024**
LOCATION: **BEAU RIVAGE RESORT & CASINO**
ADDRESS: **875 BEACH BLVD**
BILOXI, MS 39530

OFFICIAL SERVICE PROVIDER

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Exagere will be onsite at your show to assist you in coordinating any last minute services, ordering additional products and answering any questions you may have.

ADVANCED WAREHOUSE

If shipping to advanced warehouse:

To ensure that your shipment arrives to your booth on time, we recommend shipping to the advanced warehouse. Your shipment will be at your booth the day you arrive to show site.

For your convenience shipping labels to warehouse have been provided in this kit.

Warehouse Shipping Address:

Exhibiting Company Name / Booth #
MISSISSIPPI LUMBER MANUFACTURERS ASSN 2024
C/O: **ABF / EXAGERE EXPO SERVICES**
12297 SHRINERS BLVD
BILOXI, MS 39532

Warehouse receiving days, dates, & times:

Monday - Friday 8:00 AM - 4:00 PM
Begin receiving on: Monday May 13, 2024
Deadline date is: Friday June 7, 2024

MUST BE DELIVERED BY FRIDAY JUNE 7, 2024

Exagere Exposition Services will accept crated, boxed or skidded material beginning **MONDAY, MAY 13, 2024** at the above address. Material arriving after **FRIDAY JUNE 7, 2024** will be received at the warehouse with an additional after deadline charge.

SHOWSITE

If shipping to show site:

To ensure that your shipment arrives to your booth on time, we recommend shipping to the advanced warehouse. Your shipment will be at your booth the day you arrive to show site.

For your convenience shipping labels to show site have been provided in this kit.

Show Site Shipping Address:

Exhibiting Company Name / Booth #
MISSISSIPPI LUMBER MANUFACTURERS ASSN 2024
C/O: **EXAGERE EXPO SERVICES**
BEAU RIVAGE RESORT & CASINO
875 BEACH BLVD
BILOXI, MS 39530

Show Site receiving days, dates, & times:

Friday June 21, 2024 8:00 AM - 11:00 AM

CANNOT BE DELIVERED BEFORE FRIDAY JUNE 21, 2024

Exagere will receive shipments at the exhibit facility beginning **FRIDAY JUNE 21, 2024 at 8:00 AM** . Shipments arriving before this date may be refused by the facility. Any charges incurred for early freight accepted by the facility will be the responsibility of the exhibitor.

WE APPRECIATE YOUR BUSINESS!

We want you to have a successful show. If we can be of assistance, please call our Exhibitor Services Department. .

For assistance please call (601)569-9357

METHOD OF PAYMENT FORM

**INCLUDE THE METHOD OF PAYMENT FORM
WITH YOUR ORDER**

EXAGERE EXPOSITION SERVICES

DISCOUNT PRICE DEADLINE IS FRIDAY JUNE 7, 2024

3 Cove Hollow Path
Carriere, MS 39426

P (601) 569-9357 F (601) 620-4686
info@exagereexpo.com

NAME OF SHOW: MISSISSIPPI LUMBER MANUFACTURERS ASSN 2024		
COMPANY NAME:	BOOTH#:	
ADDRESS:	BOOTH SIZE: X	
CITY/STATE/ZIP:		
PHONE:	EXT:	FAX #:
SIGNATURE:		PRINT NAME:
CONTACT'S EMAIL:		
EMAIL FOR INVOICE:		

Invoices will be sent by email; please provide email address of the person who reconciles your invoices if different than contact's email.

METHOD OF PAYMENT

BY SUBMITTING THIS FORM OR ORDERING MATERIALS OR SERVICES FROM EXAGERE EXPOSITION SERVICES, YOU AGREE TO BE BOUND BY ALL TERMS & CONDITIONS IN YOUR SERVICE MANUAL.

COMPANY CHECK

Please make check payable to: Exagere Exposition Services Checks must be in U.S. funds drawn on a U.S. or Canadian bank. ("U.S. FUNDS" MUST BE PRE-PRINTED on Canadian checks).

CREDIT/DEBIT CARD

For your convenience we will use this authorization to charge your credit/debit card account for your advance orders, and any additional amounts incurred as a result of show site orders placed by your representative. These charges which Exagere or any charges which Exagere may be obligated to pay on behalf of Exhibitor, including without limitation, any additional venue charges. Please complete the information requested below.

VISA MASTER CARD AMERICAN EXPRESS

ACCOUNT #:	EXP. DATE:	CVV#:
CARDHOLDER NAME (PRINT):		
CARDHOLDER BILLING ADDRESS:		
CITY/STATE/ZIP:		
SIGNATURE:		

ENTER TOTALS HERE

DISPLAY FURNISHINGS	CARPET	CLEANING	INSTALLATION & DISMANTLE LABOR	FAB WALL RENTAL EXHIBIT
RENTAL UNIT ACCESSORIES	GRAPHICS			GRAND TOTAL

DISCOUNT PRICE DEADLINE IS FRIDAY JUNE 7, 2024

Orders received without payment or beyond the discount price deadline will be charged at the standard price. You may place orders by email, fax, or mail.

For Assistance, please call (601) 569-9357 to speak with one of our representatives.

THIRD PARTY AUTHORIZATION

EXAGERE EXPOSITION SERVICES

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MISSISSIPPI LUMBER MANUFACTURERS ASSN 2024

DISCOUNT PRICE DEADLINE IS FRIDAY JUNE 7, 2024

In order for Exagere to invoice a third party for payment of services rendered to exhibitors, both the exhibiting company and the third party must complete this form and return it at least 14 days prior to show move-in.

EXHIBITING COMPANY AUTHORIZATION OF THIRD PARTY BILLING

"We understand and agree that we, the exhibiting company, are ultimately responsible for payment of charges and agree by submitting this form or ordering materials or services from Exagere, to be bound by all terms and conditions as described in the terms & conditions section of this service manual. In the event that the named third party does not discharge payment of the invoice prior to the last day of the show, charges will revert back to the exhibiting company. All invoices are due and payable upon receipt, by either party. The items checked below are to be invoiced to the third party."

BY SUBMITTING THIS FORM OR ORDERING MATERIALS OR SERVICES FROM EXAGERE, YOU AGREE TO BE BOUND BY ALL TERMS & CONDITIONS INCLUDED IN YOUR SERVICE MANUAL.

EXHIBITOR NAME: (PLEASE PRINT) _____

EXHIBITOR SIGNATURE: _____ DATE: _____

EXHIBITING COMPANY INFORMATION

EXHIBITING COMPANY NAME: _____ BOOTH # _____

EXHIBITING COMPANY ADDRESS: _____

CITY/STATE/ZIP: _____

PHONE # _____ EXT _____ FAX # _____

CONTACT NAME: _____ E-MAIL: _____

INDICATE WHICH SERVICES ARE TO BE INVOICED TO THE THIRD PARTY

ALL EXAGERE SERVICES

EXHIBIT TRANSPORTATION

MATERIAL HANDLING / IN & OUT

RENTAL FURNITURE

UTILITIES

BOOTH CLEANING

OTHER _____

THIRD PARTY COMPANY INFORMATION

THIRD PARTY COMPANY NAME : _____

BILLING ADDRESS : _____

CITY/STATE/ZIP CODE: _____

CONTACT PERSON: (PLEASE PRINT) _____ PHONE # _____ EXT: _____

EMAIL ADDRESS: _____ FAX # _____

Invoices will be sent by email; please provide the e-mail address of the person who reconciles your invoices if different than contact's e-mail.

THIRD PARTY CREDIT/DEBIT CARD AUTHORIZATION

AMERICAN EXPRESS

MASTERCARD

VISA

ACCOUNT # _____ EXP DATE: _____

CARDHOLDER NAME (PLEASE PRINT) : _____

AUTHORIZED SIGNATURE: _____

CITY/STATE/ZIP CODE: _____

EXAGERE EXPOSITION SERVICES

3 Cove Hollow Path Carriere, MS 39426

P (601) 569-9357 F (601) 861-4428

Info @exagereexpo.com

Payment – Terms & Conditions

PLEASE READ CAREFULLY! YOU ARE ENTERING A CONTRACT WHICH LIMITS YOUR POSSIBLE RECOVERIES IN CASE OF LOSS OR DAMAGE.

The terms and conditions set forth below are part of the contractual agreement between Exagere Exposition Services LLC. and you the EXHIBITOR. Exhibitor agrees to and accepts the terms and conditions of this contract when any of the following conditions are met: THE METHOD OF PAYMENT FORM IS SIGNED.

1. DEFINITIONS. For purposes of this contract, "EXAGERE" means Exagere Exposition Services LLC. and their employees, agents, directors and assigns, affiliated companies, related entities including but not limited to any subcontractors EXAGERE may appoint. The term "EXHIBITOR" means the Exhibitor, its employees, agents, representatives, and any Exhibitor Appointed Contractor ("EAC") Further, it is hereby understood and agreed that the "EXHIBITOR" is in fact the 'Shipper' for all purposes and circumstances, notwithstanding anything contained in this contract to the contrary.

2. TERMS OF PAYMENT. Exhibitor shall be liable for all unpaid charges for services performed by Exagere and agents. Exhibitor authorizes Exagere to charge its credit card directly for services rendered on Exhibitor's behalf after departure, by placing an order on-line, phone, via fax, or any orders placed on show site. All charges are due before Services are performed unless other arrangements have been made in advance. Exagere has the right to require prepayment or guarantee of the charges at the time of request for Services. A failure to pay timely will result in Exhibitor having to pay in cash in advance for future services. Exagere retains its right to hold Exhibitor's Goods and equipment for non-payment. If a credit card is provided to Exagere, Exagere is authorized to bill to such credit card any unpaid charges for services provided to Exhibitor, including charges for return shipping. Any charges not paid within 30 days of delivery will be subject to interest at 1 ½% per month until paid.

THESE PAYMENT TERMS AND CONDITIONS SHALL BE GOVERNED BY AND CONSTRUCTED IN ACCORDANCE WITH THE LAWS OF THE STATE OF MISSISSIPPI.

Under no circumstances will any party be liable for special, incidental, consequential indirect punitive damages, including but not limited to loss of profits or income. Exagere shall be liable, subject to the limitations contained herein, for loss or damage to goods only if such loss or damage is caused by the direct negligence or willful misconduct of Exagere. Exagere reserves the right to charge Exhibitor for the difference between the Exhibitor's estimate of charges and the actual charges incurred by Exhibitor.

3. INDEMNIFICATION. Exhibitor shall defend, hold harmless and indemnify Exagere from and against any claims, lawsuits, demands, liability, costs and expenses, including reasonable attorney's fees and court costs, resulting from any injury to or death of persons, or damage to property other than Goods, relating to or arising from performance of Services herein. Exhibitor agrees to indemnify and hold Exagere harmless for any and all acts of its representatives and agents, including but not limited to Exhibitor Appointed Contractors and Installation and Dismantle Companies, any subtenant or other user of its space or any agents or employees engaged in business on behalf of Exhibitor or present at Exhibitor's invitation, including supervision of labor secured through Exagere.

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FREIGHT SERVICES

WHAT ARE FREIGHT SERVICES?

As the official service contractor, Exagere 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 an from storage, and removing of material from the booth for reloading onto outbound carriers. 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.

BENEFITS OF ADVANCE SHIPPING TO WAREHOUSE

Storage of materials for up to 30 days prior to your show. Delivery of shipments to your booth by your published set-up time. Some convention center and hotels do not have the facilities for receiving or storing freight. You can also save valuable set-up time by having your items in your booth when you arrive.

HOW TO SHIP TO THE WAREHOUSE

We will begin to accept freight 30 days prior to move-in. To ensure timely arrival of your materials to show site, freight should arrive by the deadline date listed on the Shipping Information page. Please take the time to make sure that your display and products are packed neatly and secured. Remove all old shipping and empty storage labels. Fill out the enclosed WAREHOUSE shipping labels and ensure that each piece of your freight is labeled that includes the exhibiting company name and booth number. If you decide to use your own labels please make sure that each piece has a label with the exhibiting name, booth number, and name of the event.

Warehouse shipments will be accepted Monday through Friday 9am until 4pm, except holidays. It is not necessary for you to make an appointment for your delivery. The warehouse will accept crates, cartons, skids, trunks/cases and carpets. Shipments consisting of 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 and type of merchandise. Certified weight tickets must accompany all shipments. Shipments received without receipts or freight bills, such as Federal Express and UPS, will be delivered to the booth without guarantee of piece count or condition.

Warehouse Freight will be delivered to your booth prior to exhibitor setup. All freight should arrive to the warehouse no later than the posted deadline date for your event. Please refer to Shipping Information page for your deadline date. Freight received after the deadline date will incur an additional charge.

HOW TO SHIP TO SHOW SITE

Shipments sent directly to show site will only be accepted during exhibitor move-in. Please refer to the Shipping Information page for the specific exhibitor move-in dates and times.

Consign all domestic shipments c/o EXAGERE EXPOSITION SERVICES.

Please ensure that each piece of your freight is labeled with a label that includes the exhibiting company name, booth number and the name of the event.

All shipments must have a bill of lading or delivery slip indicating the number of pieces, type of merchandise and weight.

All shipments must also contain a certified weight ticket.

WHAT ABOUT 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 as prepaid. Prepaid designates that the transportation charges will be paid by the exhibitor or a third party.

HOW DO I ESTIMATE MY 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 pounds. Each 100 pounds is considered one "cwt." (one hundred weight). All shipments are subject to reweigh.

On the Order Form, select whether the freight will arrive at the warehouse or be sent directly to show site.

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 unloading, stacked and constricted space unloading, designated piece unloading, loads mixed with pad-wrapped material, loads failing to maintain shipping integrity, carpet and/or pad-only shipments, and shipments that require additional time, equipment or labor to unload. Federal Express and UPS 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 stated on Show Facts. This includes both warehouse and show-site shipments.

(cont.)

Add overtime charges for outbound if material is loaded onto the outbound carrier during the overtime period stated on Shipping Information page.

Add the late delivery charge listed on the Order Form if the shipment is accepted at the warehouse or at show site after the deadline date listed on Shipping Information page.

The above services, whether used completely or in part, are offered as a package and the charges will be based on the total inbound weight of the shipment.

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.

WHAT HAPPENS TO MY EMTIES DURING THE SHOW?

Pick up "Empty Labels" at the Service Center. Place a label on each container. Make sure all labels have your company name and correct booth number. Labeled containers will be picked up periodically and stored in 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.

HOW DO I SHIP MY MATERIALS AFTER THE CLOSE OF THE SHOW?

Each shipment must have a completed Material Handling Agreement in order to ship materials from the show. All pieces must be labeled individually.

To save time, complete and submit the Outbound Shipping Form in advance, or you may contact the Service Center at show site for your shipping documents. The Material Handling Agreement and labels will be processed and available prior to show closing.

After materials are packed, labeled, and ready to be shipped, the completed Material Handling Agreement must be turned in at the Service Center.

Call your designated carrier with pick-up information. Please refer to Show Facts for specific dates and times. In the event your selected carrier fails to show on final move-out day, your shipment will either be rerouted to Exagere's carrier choice or delivered back to the warehouse at exhibitor's expense.

For your convenience, show-recommended carriers will be on site to handle outbound transportation.

WHERE DO I GET A FORKLIFT?

Forklift orders to install or dismantle your booth after materials are delivered may be ordered in advance or at show site. We recommend that you order in advance to avoid additional charges at show site. Refer to the Order Form for available equipment.

Advance and show-site orders for equipment and labor will be dispatched once a company representative signs the labor order at the Service Center.

Start time is guaranteed only when equipment is requested for the start of the working day.

DO I NEED INSURANCE?

Be sure your materials are insured from the time they leave your firm until they are returned after the show. It is suggested that exhibitors arrange all-risk coverage. This can be done by riders to your existing policies.

All materials handled by Exagere are subject to the enclosed Terms and Conditions. Other available services (may not be available in all locations)

MATERIAL HANDLING

INCLUDE THE METHOD OF PAYMENT FORM WITH YOUR ORDER

EXAGERE EXPOSITION SERVICES

3 Cove Hollow Path
Carriere, MS 39426

P (601) 569-9357 F (601) 620-4686
info@exagereexpo.com

NAME OF SHOW:	MISSISSIPPI LUMBER MANUFACTURERS ASSN 2024		
COMPANY NAME:	BOOTH #:	BOOTH SIZE:	X
CONTACT NAME:	PHONE #:		
EMAIL ADDRESS:			

MATERIAL 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. **UPS, Fed Ex, DHL, and Airborne Express** 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.

CARPET AND/OR PAD ONLY:

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

STRAIGHT TIME: 8:00 A.M to 5:00 P.M. Monday through Friday (Excluding Holidays).

OVERTIME: 5:00 P.M. to 8:00 A.M. Monday through Friday, all day Saturday, Sunday, and Holidays.

(Overtime 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.)

Description	Price Per CWT	200 lb. Minimum
RATE CLASSIFICATIONS:		
Warehouse Shipment (200 lb. minimum)		
Crated or Skidded Shipment	\$ 55.00	110.00
Special Handling Shipment	\$ 80.00	160.00
Carpet and/or Pad Only Shipment	\$ 100.00	200.00
Show Site Shipment (200 lb. minimum)		
Crated or Skidded Shipment	\$ 75.00	150.00
Special Handling Shipment	\$ 105.50	211.00
Carpet and/or Pad Only Shipment	\$ 121.50	243.00
Uncrated and/or Pad Wrapped Shipment	\$ 121.50	243.00
Small Package-Maximum weight is 30 lbs per shipment * (see details below)	\$ 40.00	
*A small package is a shipment totaling any number of pieces with a combined weight not to exceed 30 lbs that is received on the same day, from the same shipper and delivered by the same carrier.		

ADDITIONAL SURCHARGES:

Shipment Delivered after Deadline Date (in addition to above rates)

Warehouse Shipment after FRIDAY JUNE 7, 2024	\$ 19.50	39.00
Show Site Shipment after Show Opening	\$ 20.25	40.50

Overtime Charge - Inbound (in addition to above rates)

Crated or Skidded Shipment	\$ 20.25	40.50
Special Handling Shipment	\$ 26.50	53.00
Uncrated or Pad Wrapped Shipment	\$ 30.50	61.00
Carpet and/or Pad Only Shipment	\$ 30.50	61.00

Overtime Charge - Outbound (in addition to above rates)

Crated or Skidded Shipment	\$ 20.25	40.50
Special Handling Shipment	\$ 26.50	53.00
Uncrated or Pad Wrapped Shipment	\$ 30.50	61.00
Carpet and/or Pad Only Shipment	\$ 30.50	61.00

Description	Weight	CWT	Price per CWT	Estimated Total Cost (200 lb. Min.)
		÷ 100 =		
Surcharges		÷ 100 =		
			2% Tax	N/A
			Total	

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SPECIAL HANDLING DEFINITIONS

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 unloading, constricted space unloading, 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.

What is 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 dock level, etc.

What is 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 that is loaded down one side of a trailer that must be bypassed to reach targeted freight.

What is 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 or the trailer must be loaded in a sequence to ensure all items fit.

What are 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.

What is 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.

What is Alternate Delivery Location?

Alternative 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.

What are 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. Exagere defines special handling for mixed loads as having less than 50% of the volume as uncrated.

What does it mean if I have "No Documentation"?

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

What is the difference between Crated and 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 packed skids. An uncrated shipment is material that is shipped loose or pad-wrapped, and/or unskidded without proper lifting points.

What about carpet only shipments?

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

EXAGERE EXPOSITION SERVICES

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Info @exagereexpo.com

Material Handling – Terms & Conditions

PLEASE READ CAREFULLY! YOU ARE ENTERING A CONTRACT WHICH LIMITS YOUR POSSIBLE RECOVERIES IN CASE OF LOSS OR DAMAGE.

The terms and conditions set forth below are part of the contractual agreement between Exagere Exposition Services LLC. and you the EXHIBITOR. Exhibitor agrees to and accepts the terms and conditions of this contract when any of the following conditions are met: THE MATERIAL HANDLING AGREEMENT IS SIGNED; OR THE EXHIBITOR'S MATERIALS ARE DELIVERED BY A CARRIER TO EXAGERE'S WAREHOUSE OR TO A SHOW/EXPOSITION SITE FOR WHICH EXAGERE IS THE OFFICIAL SHOW CONTRACTOR, OR A SUBCONTRACTOR FOR THE OFFICIAL SHOW CONTRACTOR; OR AN ORDER FOR LABOR AND/OR RENTAL EQUIPMENT IS PLACED BY EXHIBITOR WITH EXAGERE EXPOSITION SERVICE LLC.

1. DEFINITIONS. For purposes of this contract, "EXAGERE" means Exagere Exposition Services LLC. and their employees, agents, directors and assigns, affiliated companies, related entities including but not limited to any subcontractors EXAGERE may appoint. The term "EXHIBITOR" means the Exhibitor, its employees, agents, representatives, and any Exhibitor Appointed Contractor ("EAC") Further, it is hereby understood and agreed that the "EXHIBITOR" is in fact the "Shipper" for all purposes and circumstances, notwithstanding anything contained in this contract to the contrary.

2. PACKAGING AND CRATES. EXAGERE shall not be responsible for damage to lose uncrated materials, pad wrapped or shrink-wrapped materials, glass breakage, concealed damage, carpets in bags or poly, or materials improperly packed. In addition, EXAGERE shall not be responsible for crates and packaging which are unsuitable for handling, in poor condition, or having prior damage. Crates and packaging should be of a design to adequately protect contents for handling by forklift and similar means.

3. EMPTY CONTAINERS. Empty container labels will be available at the show site service desk. Affixing labels to the containers are the sole responsibility of EXHIBITOR or his representative. All previous labels must be removed or obliterated. EXAGERE assumes no responsibility for:

- Error in the above procedures
- Removal of containers with old empty labels & without EXAGERE labels
- Improper information on empty labels

EXAGERE WILL NOT BE LIABLE FOR LOSS OR DAMAGE TO CRATES AND CONTAINERS OR THEIR CONTENTS WHILE SAID ITEMS ARE IN EMPTY CONTAINER STORAGE.

4. INBOUND SHIPMENTS. Consistent with trade show industry practices, there may be a lapse of time between the delivery of shipment(s) to the booth and the arrival of EXHIBITOR or his representative, and during such time the materials will be left unattended. EXAGERE WILL NOT BE RESPONSIBLE OR LIABLE FOR ANY LOSS, DAMAGE, THEFT, OR DISAPPEARANCE OF EXHIBITOR'S MATERIALS AFTER SAME HAVE BEEN DELIVERED TO EXHIBITOR'S BOOTH AT THE SHOW SITE. EXAGERE recommends the securing of security services from facility or show management.

5. OUTBOUND SHIPMENTS. Consistent with trade show industry practices there may be a lapse of time between the completion of packing and the actual pickup of materials from the booths for loading onto a carrier and during such time the materials will be left unattended. EXAGERE WILL NOT BE RESPONSIBLE OR LIABLE FOR ANY LOSS, DAMAGE, THEFT OR DISAPPEARANCE OF EXHIBITOR'S MATERIALS BEFORE SAME HAVE BEEN PICKED UP FOR RELOADING AT THE CONCLUSION OF THE EVENT. EXAGERE highly recommends the securing of security services from Facility or Show Management. All Material Handling Agreements submitted to EXAGERE by EXHIBITOR will be checked at the time of pickup from the booth and corrections will be made where discrepancies exist between the quantities of items on any agreement form submitted to EXAGERE and the actual count of such items in the booth at the time of pickup.

6. DELIVERY TO THE CARRIER FOR RELOADING. EXAGERE WILL NOT BE RESPONSIBLE OR LIABLE FOR ANY LOSS, DAMAGE, THEFT, OR DISAPPEARANCE OF EXHIBITOR'S MATERIALS AFTER SAME HAVE BEEN DELIVERED TO EXHIBITOR'S APPOINTED CARRIER, SHIPPER, OR AGENT FOR TRANSPORTATION AFTER THE EVENT, INCLUDING A EXAGERE DESIGNATED CARRIER IN ACCORDANCE WITH SECTION 7 BELOW. EXAGERE loads the materials onto the carrier under directions from the carrier or driver of that same carrier. Any reloading into the carrier will be understood to be under the exclusive supervision and control of the carrier or driver of that carrier. EXAGERE ASSUMES NO RESPONSIBILITY FOR LOSS, DAMAGE, THEFT OR DISAPPEARANCE OF EXHIBITOR'S MATERIALS THAT ARISE OUT OF IMPROPERLY LOADED MATERIALS.

7. DESIGNATED CARRIERS. In order to expedite removal of materials from the show site, EXAGERE shall have the authority to change designated carriers if the carrier designated by the EXHIBITOR does not pick up the shipment(s) in time. Where no disposition is made by EXHIBITOR, materials may be taken to a warehouse to await EXHIBITOR'S shipping instructions and EXHIBITOR agrees to be responsible for charges relating to such rerouting and handling. IN NO EVENT SHALL EXAGERE BE RESPONSIBLE OR LIABLE FOR ANY LOSS RESULTING FROM SUCH REROUTING

DESIGNATION. EXHIBITOR hereby understands and agrees that the carrier's terms and conditions apply to their shipment once the materials have been accepted by said carrier. It is the responsibility of the EXHIBITOR to familiarize himself with these terms and conditions EXAGERE WILL NOT BE RESPONSIBLE OR LIABLE FOR FAILURE TO PROVIDE THESE CARRIER TERMS AND CONDITIONS TO THE EXHIBITOR.

8. EXAGERE'S RESPONSIBILITIES. EXAGERE shall be responsible only for those services which it directly provides. EXAGERE assumes no responsibility for any persons, parties, or other contracting firms not under EXAGERE'S direct supervision and control. EXAGERE shall not be responsible for loss, delay or damage due to strike lockouts, work stoppages, natural elements, vandalism, acts of God, civil disturbances, power failure, explosion, acts of terrorism or war, other causes beyond EXAGERE'S reasonable control nor for ordinary wear & tear in the handling of materials.

(cont.)

9. INSURANCE. It is understood that EXAGERE is not an insurer. Any insurance shall be obtained by EXHIBITOR in amounts and for perils determined by EXHIBITOR. EXHIBITOR agrees to provide EXAGERE with a release and waiver of subrogation to the extent of any insurance settlement received.

10. CLAIM(S) FOR LOSS. EXHIBITOR agrees that any and all claims for loss or damage must be submitted to EXAGERE immediately at the show site and in any case not later than thirty (30) business days after the conclusion of the show or exposition (for purposes of claim reporting, the 'conclusion' of the show shall be construed as the time when EXHIBITOR'S materials are delivered to the carrier for transportation from the show site or from EXAGERE'S warehouse). All claims reported after thirty (30) business days will be rejected. In no event shall a suit or action be brought against EXAGERE more than one year after the date of loss or damage occurred.

a. PAYMENT FOR SERVICES MAY NOT BE WITHHELD. In the event of any dispute between the EXHIBITOR and EXAGERE relative to any loss, damage, or claim, such EXHIBITOR shall not be entitled to and shall not withhold payment, or any partial payment, due to EXAGERE for its services, as an offset against the amount of any alleged loss or damage. Any claims against EXAGERE shall be considered a separate transaction, and shall be resolved on its own merits.

b. MAXIMUM RECOVERY. THE DECLARED VALUE DOES NOT APPLY TO THE SERVICES PROVIDED BY EXAGERE if found liable for any loss. EXAGERE'S sole and exclusive MAXIMUM liability for loss or damage to EXHIBITOR'S materials and EXHIBITOR'S sole and exclusive remedy is limited to repair or replacement with like kind and quality, subject to a dollar amount limited equal to the amount paid by EXHIBITOR to EXAGERE for material handling services during the show or exposition under this contract.

c. BREACH OF CONTRACT AND/OR NEGLIGENCE. EXAGERE'S liability shall be limited to any loss or damage which results solely from EXAGERE'S NEGLIGENCE in the actual physical handling of the items comprising EXHIBITOR'S shipment(s) OR which results from BREACH OF THIS CONTRACT and not for any other type of loss or damage. In no event shall EXAGERE be liable to the EXHIBITOR or to any other party for special, collateral, exemplary, indirect, incidental, or consequential damages, whether such damages occur either prior to, subsequent to, or are alleged as a result of tortious conduct, failure of the equipment or services of EXAGERE or breach of any of the provisions of this agreement regardless of the form of action, whether in contract or in tort, including strict liability and negligence, even if EXAGERE has been advised or has notice of the possibility of such damages or for any damages caused by EXHIBITOR'S failure to perform EXHIBITOR's responsibilities. Such excluded damages include but are not limited to: loss of profits, loss of use or interruption of business, or other consequential or indirect economic loss(s).

11. JURISDICTION. THIS CONTRACT SHALL BE CONSTRUED UNDER THE LAWS OF THE STATE OF WASHINGTON WITHOUT GIVING EFFECT TO ITS CONFLICT OF LAWS AND RULES. EXCLUSIVE VENUE FOR ALL DISPUTES ARISING OUT OF OR RELATING TO THIS CONTRACT SHALL RESIDE IN A COURT OF COMPETENT JURISDICTION IN PEARL RIVER COUNTY, MISSISSIPPI.

12. INDEMNIFICATION. EXHIBITOR agrees to indemnify, forever hold harmless and defend EXAGERE and their employees, directors, officers and agents from and against any and all demands, claims, causes of action, fines, penalties, damages (including consequential), liabilities, judgments and expenses (including but not limited to reasonable attorneys' fees and investigation costs) on account of personal injury or death, damage to or loss of property or profits arising out of or contributed to, by any of the following:

- EXHIBITOR'S negligent supervision of any labor secured through EXAGERE or the negligent supervision of such labor by any of EXHIBITORS employees, agents, representatives, customers, invitees and/or any Exhibitor Appointed Contractor (EAC).
- EXHIBITOR'S negligence, willful misconduct, or deliberate act, or the negligence, willful misconduct, or deliberate act of EXHIBITOR'S employees, agents, representatives, customers, invitees, and/or any Exhibitor Appointed Contractor (EAC) at the show or exposition to which this contract relates, including but not limited to the misuse, improper use, unauthorized alteration, or negligent handling of EXAGERE'S equipment.
- EXHIBITOR'S violation of Federal State, County or Local ordinances.
- EXHIBITOR'S violation of Show Regulations and/or Rules as published and set forth by Facility and/or Show Management.

13. MISCELLANEOUS. EXHIBITOR, as a material part of the consideration to EXAGERE for material handling services, waives and releases all claims against EXAGERE, its employees, agents, directors and officers with respect to all matters for which EXAGERE has disclaimed liability pursuant to the provisions of this contract. The EXHIBITOR acknowledges that he or she has read this agreement, understands it and agrees to be bound by its terms, and further agrees that it is the complete and exclusive agreement between the parties. The invalidity or unenforceability of any provision hereof shall not affect, modify, or impair the validity and enforceability of all other provisions herein.

EXAGERE EXPOSITION SERVICES

EXAGERE EXPOSITION SERVICES

R U S H

R U S H

DO NOT DELAY

DO NOT DELAY

RECEIVING DATE BEGINS: MONDAY JUNE 13, 2024

RECEIVING DATE BEGINS: MONDAY JUNE 13, 2024

DEADLINE DATE IS: FRIDAY JUNE 7, 2024

DEADLINE DATE IS: FRIDAY JUNE 7, 2024

TO: _____
EXHIBITOR NAME

TO: _____
EXHIBITOR NAME

C/O: ABF / EXAGERE EXPO SERVICES
12297 SHRINERS BLVD
BILOXI, MS 39532

C/O: ABF / EXAGERE EXPO SERVICES
12297 SHRINERS BLVD
BILOXI, MS 39532

WAREHOUSE

WAREHOUSE

EVENT NAME: *MISSISSIPPI LUMBER MANUFACTURERS ASSN 2024*

EVENT NAME: *MISSISSIPPI LUMBER MANUFACTURERS ASSN 2024*

BOOTH #: _____

BOOTH #: _____

NUMBER OF PIECES: _____ OF _____

NUMBER OF PIECES: _____ OF _____

THE ABOVE LABELS ARE PROVIDED FOR YOUR CONVIENIENCE.
PLACE ONE LABEL ON EACH PIECE SHIPPED TO ENSURE PROPER DELIVERY.
IF MORE LABELS ARE NEEDED, COPIES ARE ACCEPTABLE.

EXAGERE EXPOSITION SERVICES

EXAGERE EXPOSITION SERVICES

R U S H

R U S H

DO NOT DELAY

DO NOT DELAY

CANNOT DELIVER BEFORE: FRIDAY JUNE 21, 2024

CANNOT DELIVER BEFORE: FRIDAY JUNE 21, 2024

TO: _____
EXHIBITOR NAME

TO: _____
EXHIBITOR NAME

C/O: EXAGERE EXPO SERVICES
BEAU RIVAGE RESORT & CASINO
875 BEACH BLVD
BILOXI, MS 39530

C/O: EXAGERE EXPO SERVICES
BEAU RIVAGE RESORT & CASINO
875 BEACH BLVD
BILOXI, MS 39530

SHOW SITE

SHOW SITE

EVENT NAME: *MISSISSIPPI LUMBER MANUFACTURERS ASSN 2024*

EVENT NAME: *MISSISSIPPI LUMBER MANUFACTURERS ASSN 2024*

BOOTH #: _____

BOOTH #: _____

NUMBER OF PIECES: _____ OF _____

NUMBER OF PIECES: _____ OF _____

THE ABOVE LABELS ARE PROVIDED FOR YOUR CONVIENIENCE.
PLACE ONE LABEL ON EACH PIECE SHIPPED TO ENSURE PROPER DELIVERY.
IF MORE LABELS ARE NEEDED, COPIES ARE ACCEPTABLE.

OUTBOUND MATERIAL HANDLING

OUTBOUND MATERIAL HANDLING AND SHIPPING LABELS

EXAGERE EXPOSITION SERVICES

3 Cove Hollow Path
Carriere, MS 39426

P (601) 569-9357 F (601) 620-4686
info@exagereexpo.com

NAME OF SHOW: MISSISSIPPI LUMBER MANUFACTURERS ASSN 2024			
COMPANY NAME:	BOOTH #:	BOOTH SIZE:	X
CONTACT NAME:	PHONE #:		
EMAIL ADDRESS:			

EVERY OUTBOUND SHIPMENT WILL REQUIRE A MATERIAL HANDLING AGREEMENT AND LABELS. WE CAN PREPARE THESE FOR YOU IN ADVANCE AND WILL DELIVER THEM TO YOUR BOOTH AT SHOW SITE TO REVIEW AND SIGN. TO TAKE ADVANTAGE OF THIS SERVICE, PLEASE COMPLETE AND RETURN THIS FORM.

SHIPPING INFORMATION

FROM:	SHIP TO:
SHIPPER/EXHIBITOR NAME/BOOTH #	COMPANY NAME
BILLING ADDRESS	DELIVERY ADDRESS
CITY STATE ZIP	CITY: STATE ZIP
PHONE	ATTN PHONE
Special instructions:	Special instructions:

METHOD OF SHIPMENT

PLEASE CHECK DESIRED METHOD OF SHIPMENT BELOW

EXAGERE EXPO TRANSPORTATION SERVICES

- 1 DAY: DELIVERY NEXT BUSINESS DAY
 2 DAY: DELIVERY BY 5:00 P.M. SECOND BUSINESS DAY
 EXPEDITED
 DEFERRED: DELIVERY WITHIN 3-4 BUSINESS DAYS
 STANDARD GROUND
 SPECIALIZED: PAD WRAPPED, UNCRATED, OR TRUCKLOAD

OTHER CARRIER

- OTHER COMMON CARRIER _____
 OTHER VAN LINE _____
 OTHER AIR FREIGHT _____
 NEXT DAY 2ND DAY DEFERRED

CARRIER PHONE # _____

Once your shipment is packed and ready to be picked up, please return the material handling agreement to the exhibitor services center.

Verify the piece count, weight and that a signature is on your material handling agreement prior to shipping out.

SHIPMENTS WITHOUT PAPERWORK WILL BE RETURNED TO OUR WAREHOUSE AT EXHIBITOR'S EXPENSE

Exagere Expo will make arrangements for all Exagere Expo shipments. Arrangements for pick-up by other carriers is the responsibility of the exhibitor during exhibitor move-out, when time permits, Exagere Expo will attempt a courtesy phone call to your carrier to confirm the scheduled pick-up.

For Assistance, please call (601) 569-9357 to speak with one of our representatives.

DISPLAY FURNISHINGS

INCLUDE THE METHOD OF PAYMENT FORM WITH YOUR ORDER

EXAGERE EXPOSITION SERVICES

DISCOUNT PRICE DEADLINE IS FRIDAY JUNE 7, 2024

3 Cove Hollow Path
Carriere, MS 39426

P (601) 569-9357 F (601) 620-4686
info@exagereexpo.com

NAME OF SHOW:	MISSISSIPPI LUMBER MANUFACTURERS ASSN 2024		
COMPANY NAME:	BOOTH #:	BOOTH SIZE:	X
CONTACT NAME:	PHONE #:		
EMAIL ADDRESS:			

For Assistance, please call (601) 569-9357 to speak with one of our representatives.

TABLES

Qty	Description	Discount Price	Standard Price	Total					
Draped Tables - Tables are 24" wide									
<input type="checkbox"/>	Black	<input type="checkbox"/>	Blue	<input type="checkbox"/>	White	<input type="checkbox"/>	Gray	<input type="checkbox"/>	Red
30"Standard Height Skirted Table									
	Draped Table 4'L x 30"H	\$127.40	\$152.04						
	Draped Table 6'L x 30"H	\$142.45	\$170.20						
	Draped Table 8'L x 30"H	\$157.65	\$188.62						
	30"H 4th Side Drape	\$45.65	\$54.72						
42"Counter Height Skirted Table									
	Draped Table 4'L x 42"H	\$142.75	\$170.04						
	Draped Table 6'L x 42"H	\$157.75	\$188.20						
	Draped Table 8'L x 42"H	\$172.65	\$206.62						
	42"H 4th Side Drape	\$45.65	\$54.72						
Undraped Table - Tables are 24" wide									
30"Standard Height Undraped Table									
	Undraped Table 4'L x 30"H	\$62.70	\$68.97						
	Undraped Table 6'L x 30"H	\$71.90	\$79.09						
	Undraped Table 8'L x 30"H	\$79.90	\$87.89						
42"Counter Height Undraped Table									
	Undraped Table 4'L x 42"H	\$95.90	\$105.49						
	Undraped Table 6'L x 42"H	\$111.85	\$123.04						
	Undraped Table 8'L x 42"H	\$127.75	\$140.53						
30" High Round Café Tables									
	30" Wide Café Table	\$143.34	\$174.65						
	36" Wide Café Table	\$157.90	\$191.59						
42"High Round Bar Table									
	30" Wide Bar Table	\$161.06	\$188.26						
	36" Wide Bar Table	\$176.24	\$208.45						
Chairs									
	Black Padded Chair	\$75.30	\$90.83						
Stools									
	Black Padded Stool	\$112.20	\$134.92						
Wastebaskets									
	Wastebasket	\$23.55	\$25.91						
Accessories									
	Aluminum Easel	\$48.75	\$57.63						
	Bag Rack	\$105.80	\$116.38						
	Literature Rack	\$109.35	\$164.81						
	Bag Rack	\$50.00	\$75.00						
	Tack Board	\$150.00	\$200.00						
	Ticket Tumbler, Small, Table Top	\$125.00	\$175.00						

TOTAL COST

Sub-Total	11.45% Tax	Total Cost

For Assistance, please call (601) 569-9357 to speak with one of our representatives.

CARPET / PADDING

INCLUDE THE METHOD OF PAYMENT FORM WITH YOUR ORDER

EXAGERE EXPOSITION SERVICES

DISCOUNT PRICE DEADLINE IS FRIDAY JUNE 7, 2024

3 Cove Hollow Path
Carriere, MS 39426

P (601) 569-9357 F (601) 620-4686
info@exagereexpo.com

NAME OF SHOW:	MISSISSIPPI LUMBER MANUFACTURERS ASSN 2024		
COMPANY NAME:	BOOTH #:	BOOTH SIZE:	X
CONTACT NAME:	PHONE #:		
EMAIL ADDRESS:			

Orders received after the deadline or without payment will be charged the Standard price and are subject to availability.

Pricing includes delivery, material handling, installation, and removal. Labor to install carpet is included when the carpet is installed on a flat floor space prior to exhibit installation.

Custom-cut carpet is required for all booths larger than 40', or for booths configured as an island or peninsula.

Standard Carpet Colors are not guaranteed to match.

All utilities must be installed before carpet installation.

CARPET COLORS

CHOOSE YOUR CARPET COLOR

- BLACK
 BLUE
 GRAY
 RED
 BLUE TUX
 RED TUX
 GRAY TUX

Qty	Description	Discount Price	Standard Price	Total
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STANDARD CARPET

	10' X 10' Standard Carpet	\$225.50	\$278.05	
	10' X 20' Standard Carpet	\$350.70	\$501.00	
	10' X 30' Standard Carpet	\$676.45	\$874.10	
	10' X 40' Standard Carpet	\$901.90	\$1,132.09	

PADDING - SINGLE LAYER

	10' X 10' Carpet Padding - Single Layer	\$149.15	\$165.05	
	10' X 20' Carpet Padding - Single Layer	\$308.25	\$340.10	
	10' X 30' Carpet Padding - Single Layer	\$467.40	\$515.15	
	10' X 40' Carpet Padding - Single Layer	\$626.55	\$690.20	

PADDING - DOUBLE LAYER

	10' X 10' Carpet Padding - Double Layer	\$308.25	\$340.10	
	10' X 20' Carpet Padding - Double Layer	\$626.55	\$690.20	
	10' X 30' Carpet Padding - Double Layer	\$944.80	\$1,040.30	
	10' X 40' Carpet Padding - Double Layer	\$1,263.10	\$1,390.40	

PLASTIC COVERING

	Plastic Covering (price per sq. ft.)	\$0.75	\$0.90	
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CUT TO SIZE / CUSTOM CUT CARPET

Custom-Cut carpet orders must be received 14 days prior to move-in to guarantee delivery and color selection.

	Custom Cut Carpet (price per sq. ft.)	\$2.85	\$3.51	
	Plush Custom Cut Carpet	\$3.88	\$5.37	

Booth size	sq. ft.	@	Price	Total
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X = X =

Sample:

20 X 20 = 400 X \$2.85 = \$Total

TOTAL COST

Sub-Total	11.45% Tax	Total Cost
-----------	------------	------------

For Assistance, please call (601) 569-9357 to speak with one of our representatives.

CLEANING

**INCLUDE THE METHOD OF PAYMENT FORM
WITH YOUR ORDER**

EXAGERE EXPOSITION SERVICES

DISCOUNT PRICE DEADLINE IS FRIDAY JUNE 7, 2024

3 Cove Hollow Path
Carriere, MS 39426

P (601) 569-9357 F (601) 620-4686
info@exagereexpo.com

NAME OF SHOW:	MISSISSIPPI LUMBER MANUFACTURERS ASSN 2024		
COMPANY NAME:	BOOTH #:	BOOTH SIZE:	X
CONTACT NAME:	PHONE #:		
EMAIL ADDRESS:			

CLEANING SERVICES

Prices are based on total square footage of booth regardless of area to be cleaned.

100 sq. ft. minimum.

Our exclusive cleaning contract for this show will not permit other service contractors, including exhibitor appointed contractors to provide this service

Show Site Prices will apply to all cleaning orders placed at show site.

VACUUMING

Qty (sq. ft.)	Description	Discount Price	Show Site Price	Total
Per sq. ft.	100 sq. ft. minimum. This includes emptying your wastebasket(s) at the time of vacuuming.			
	Booth vacuuming- One Time	0.35	0.42	
	Booth vacuuming- 2 Days	0.70	0.84	

PORTER SERVICE

Porter Service is on a per day basis.

Exhibit Area / Under 500 sq. ft.	75.00	90.00
Exhibit Area / 501 - 1,500 sq. ft.	100.00	120.00
Exhibit Area /1, 501 - 2,500 sq. ft.	125.00	150.00

TOTAL COST

Sub-Total	11.45% Tax	Total Cost
-----------	------------	------------

For Assistance, please call (601) 569-9357 to speak with one of our representatives.

INSTALLATION & DISMANTLE LABOR

INCLUDE THE METHOD OF PAYMENT FORM WITH YOUR ORDER

EXAGERE EXPOSITION SERVICES

DISCOUNT PRICE DEADLINE IS FRIDAY JUNE 7, 2024

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Carriere, MS 39426

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info@exagereexpo.com

NAME OF SHOW:	MISSISSIPPI LUMBER MANUFACTURERS ASSN 2024		
COMPANY NAME:	BOOTH #:	BOOTH SIZE:	X
CONTACT NAME:	PHONE #:		
EMAIL ADDRESS:			

DISPLAY LABOR (One Hour Minimum per Worker)

	Description	Advanced	Show Site Price
Straight Time	8:00A.M. to 5:00P.M. Monday through Friday	\$85.00	\$115.00
Overtime	5:00P.M. to 8:00A.M. Monday through Friday and all day Saturday and Sunday	\$125.00	\$175.00
Double Time	Holidays	\$170.00	\$245.00

Show site prices apply to all labor orders placed at show site.

Price is per person / per hour.

Start time guaranteed only at the start of working day.

One hour minimum per person. Labor after the one hour minimum will be charged in half (1/2) hour increments.

Exagere supervised jobs will be completed at our discretion prior to show opening and before the hall must be cleared.

Please include setup plans / photo, special instructions, and inbound shipping information with this order.

When scheduling dismantle labor, please allow sufficient time for empty containers to be returned back to your booth.

INSTALLATION LABOR

Exagere Supervised Labor.

Installation of your exhibit will be at our discretion prior to the show opening.

The charge for this service is 30% of the total installation bill, with a minimum of \$35.00.

Emergency contact name:

Phone Number:

Exhibitor supervised labor. Exhibitor supervisor must check in at the Exagere Service Desk to pick up labor.

Supervisor's name:

Phone number:

Date	Start Time	Number of people	Approximate hours per person	total hours	Hourly Rate	Estimated total cost
		X	=		@ \$	= \$
		X	=		@ \$	= \$
		X	=		@ \$	= \$
Exagere Supervised (30% / \$35.00)						= \$
2% Tax						= \$
Total installation						= \$

DISMANTLE LABOR

Exagere Supervised Labor.

Installation of your exhibit will be at our discretion prior to the show opening.

The charge for this service is 30% of the total installation bill, with a minimum of \$35.00.

Emergency contact name:

Phone Number:

Exhibitor supervised labor. Exhibitor supervisor must check in at the Exagere Service Desk to pick up labor.

Supervisor's name:

Phone number:

Date	Start Time	Number of people	Approximate hours per person	total hours	Hourly Rate	Estimated total cost
		X	=		@ \$	= \$
		X	=		@ \$	= \$
		X	=		@ \$	= \$
Exagere Supervised (30% / \$35.00)						= \$
2% Tax						= \$
Total installation						= \$

For Assistance, please call (601) 569-9357 to speak with one of our representatives.

FAB WALL RENTAL EXHIBITS

INCLUDE THE METHOD OF PAYMENT FORM WITH YOUR ORDER

EXAGERE EXPOSITION SERVICES

DISCOUNT PRICE DEADLINE IS FRIDAY JUNE 7, 2024

3 Cove Hollow Path
Carriere, MS 39426

P (601) 569-9357 F (601) 620-4686
info@exagereexpo.com

NAME OF SHOW:	MISSISSIPPI LUMBER MANUFACTURERS ASSN 2024		
COMPANY NAME:	BOOTH #:	BOOTH SIZE:	X
CONTACT NAME:	PHONE #:		
EMAIL ADDRESS:			

FAB WALL EXHIBIT

FAB Wall Exhibits provide custom printed fabric graphics to keep and reuse on future events.

FAB Wall Rental Exhibits and FAB Wall Frame Only Units Includes:

Material Handling of Exhibit	Installation & Dismantle of Exhibit
2-Arm Lights (Per 10 ft.)	Includes power for LIGHTS only
Standard color carpet	One time vacuuming

FAB WALL EXHIBIT 10' x 10'		FAB WALL EXHIBIT 10' x 20'	
GRAPHIC SIZE 93-1/8"H X 117-1/8"W		GRAPHIC SIZE 93-1/8"H X 234"W	
			

Qty	Description	Discount Price	Standard Price	Total
Price includes custom fabric graphics.				
	10' x 10' FAB Wall Exhibit	\$2,155.44	\$3,017.39	
	10' x 20' FAB Wall Exhibit	\$4,155.83	\$5,817.64	
	FAB Wall Exhibit TV Mounting Bracket	\$212.67	\$276.41	


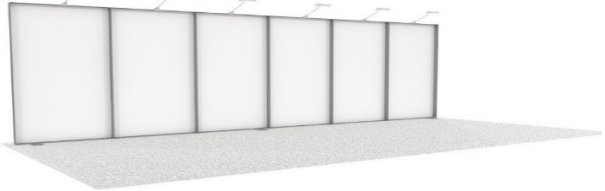
CUSTOM GRAPHICS

An Exagere Sales Representative will be contacting you to review the process for providing graphic files and helpful tips that will ensure a successful graphic print. All graphics are subject to a 100% cancellation charge on production begins.

Approved graphics artwork deadline date is FRIDAY JUNE 7, 2024.

FAB WALL FRAME ONLY UNIT

The FAB Wall frame only unit is for exhibitors who have previously rented the FAB Wall exhibit (above) from Exagere Exposition Services and have the fabric graphic ready for reuse. If you need a new graphic made, please select the FAB Wall Rental Exhibit (above). No fabric graphics will be printed without the rental unit.

FAB WALL FRAME ONLY UNIT 10' x 10'		FAB WALL FRAME ONLY UNIT 10' x 20'	
			

Qty	Description	Discount Price	Standard Price	Total
	10' x 10' FAB Wall Frame Only Unit	\$1,486.86	\$1,932.92	
	10' x 20' FAB Wall Frame Only Unit	\$2,766.96	\$3,597.05	

Orders received after the deadline or without payment will be charged the Standard price and are subject to availability.

TOTAL COST

Sub-Total	11.45% Tax	Total Cost

For Assistance, please call (601) 569-9357 to speak with one of our representatives.

RENTAL UNIT ACCESSORIES

INCLUDE THE METHOD OF PAYMENT FORM WITH YOUR ORDER

EXAGERE EXPOSITION SERVICES



DISCOUNT PRICE DEADLINE IS FRIDAY JUNE 7, 2024

3 Cove Hollow Path
Carriere, MS 39426

P (601) 569-9357 F (601) 620-4686
info@exagereexpo.com

NAME OF SHOW: MISSISSIPPI LUMBER MANUFACTURERS ASSN 2024			
COMPANY NAME:	BOOTH #:	BOOTH SIZE:	X
CONTACT NAME:	PHONE #:		
EMAIL ADDRESS:			

LOCKING CABINETS

SINGLE LOCKING CABINET		DOUBLE LOCKING CABINET		
Counter Size: 23"W x 23"L x 39.5"H		Counter size: 23"W x 46"L x 39.5"H		
Color Choice:		Color Choice:		
White		White		
Gray		Gray		
Counter top color choice:		Counter top color choice:		
White		White		
Black		Black		
Qty	Description	Discount Price	Standard Price	Total
	Single locking cabinet	\$295.60	\$384.28	
	Double locking cabinet	\$426.40	\$554.32	

CUSTOM COUNTER GRAPHICS WRAPS



We can brand your counter with custom graphic wraps.
Contact us about custom counter graphic wraps.

Approved graphics artwork deadline date is FRIDAY JUNE 7, 2024.

Single locking cabinet graphic size:		Double locking cabinet graphic size:	
Font side:	23"	Font side:	46"
Left side:	23-3/8"	Left side:	23-3/8"
Right side:	23-3/8"	Right side:	23-3/8"

TOTAL COST

Sub-Total	11.45% Tax	Total Cost

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X-TRU RENTAL EXHIBITS

INCLUDE THE METHOD OF PAYMENT FORM WITH YOUR ORDER

EXAGERE EXPOSITION SERVICES

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NAME OF SHOW: **MISSISSIPPI LUMBER MANUFACTURERS ASSN 2024**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

CONTACT NAME: _____ PHONE #: _____



EMAIL ADDRESS: _____


X-TRU RENTAL EXHIBITS

X-TRU Rental Exhibits provide custom printed fabric graphics to keep and reuse on future events.

X-TRU Rental Exhibits Includes:

Material Handling of Exhibit	Installation & Dismantle of Exhibit
Arm Lights	Includes power for Arm Lights only

TABLE TOP X-TRU RENTAL EXHIBIT		10' x 10' X-TRU RENTAL EXHIBIT	
Unit includes: Custom Header Header size 8" x 70" 6' Draped Table White PVC panels 1-Arm Light		Unit includes: Custom Header Header size 10 1/2" x 117" 3 Graphic Panels Panel size 38 1/8" x 87" 2-Arm Lights	

10' x 20' X-TRU RENTAL EXHIBIT		CUSTOM UNITS X-TRU RENTAL EXHIBITS	
Unit includes: 2-Custom Headers Header size 10 1/2" x 117" 6 Graphic Panels Panel size 38 1/8" x 87" 4-Arm Lights		Custom units available. Please call for pricing.	

Qty	Description	Discount Price	Standard Price	Total
Price includes custom graphics.				
	Table Top X-TRU Rental Exhibit	849.47	1104.31	
	10' x 10' X-TRU Rental Exhibit	1489.65	1936.55	
	10' x 20' X-TRU Rental Exhibit	2730.92	3550.2	
	Custom unit X-TRU Rental Exhibit	Call for pricing		

HEADER IDENTIFICATION SIGN

Indicate exactly how you want your company name to appear:

Company Name: _____

Indicate which color lettering you would like. We have a wide variety of standard colors available.

Letter color: _____

Helvetica is the standard font type used. If you would like to change the font type, please indicate it here:

Font Type: _____

TOTAL COST

Sub-Total	11.45% Tax	Total Cost

For Assistance, please call (601) 569-9357 to speak with one of our representatives.

GRAPHICS

INCLUDE THE METHOD OF PAYMENT FORM WITH YOUR ORDER

EXAGERE EXPOSITION SERVICES

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NAME OF SHOW:	MISSISSIPPI LUMBER MANUFACTURERS ASSN 2024		
COMPANY NAME:	BOOTH #:	BOOTH SIZE:	X
CONTACT NAME:	PHONE #:		
EMAIL ADDRESS:			

GRAPHICS

To order your graphics, complete this order form and attach your sign copy or electronic file.

Please see artwork guidelines for electronic files on page 2 of this form

Approved graphics artwork deadline date is FRIDAY JUNE 7, 2024.

All graphics are subject to a 100% cancellation charge.

STANDARD SIZES

White only

SIZE	QTY	DISCOUNT PRICE	STANDARD PRICE	TOTAL
7" x 11"	@	\$54.75	\$82.15	=
7" x 22"	@	\$58.80	\$88.20	=
7" x 44"	@	\$66.70	\$100.05	=
9" x 44"	@	\$77.65	\$116.50	=
11" x 14"	@	\$58.80	\$88.20	=
14" x 22"	@	\$82.30	\$123.45	=
14" x 44"	@	\$94.80	\$142.20	=
22" x 28"	@	\$126.60	\$189.90	=
28" x 44"	@	\$170.65	\$256.00	=
24" x 60"	@	\$232.80	\$349.20	=

Note:

File conversion, retouching, cloning, or color may incur additional labor charges.

See reverse side for graphic guidelines

INDICATE YOUR SIGN COPY HERE:

Please feel free to attach additional sign copy on separate page:

Vertical



Horizontal



Use your judgement for sign layout



Background Color:

Lettering Color:

DIGITAL GRAPHICS

Exagere can provide you with high quality digital graphic reproduction available. Capabilities include photo quality high resolution digital printing for banners, signage, exhibit graphics and more.

L X W = sqft.

Discount price is \$15.50 per sqft.

Standard price is \$23.90 per sqft.

Enter sqft.

Enter price

sqft. X = \$

- Minimum order per graphic is 9sq.ft.
- Double sqft for a double sided graphic
- Round sqft to the next whole increment.
- File conversion, retouching, cloning, or color correcting may incur additional labor charges.

See reverse side for graphic guidelines

LARGE DIGITAL GRAPHICS

Please call an exhibitor sales specialist for price quotes on graphics over 80 sq. ft.

File Information:

Electronic File Name _____

Application _____

PMS Colors _____

Backing Material:

Foamcore PVC

Gatorfoam Ultra Board

Honeycomb Board Plexiglass

Masonite Other

TOTAL COST

Sub-Total	11.45% Tax	Total Cost

For Assistance, please call (601) 569-9357 to speak with one of our representatives.

CUSTOMER GUIDELINES FOR SUBMITTING GRAPHICS ARTWORK

Our goal is to provide you with the best possible quality graphics for your event or exhibit. You can help us in that effort by providing digital art files using the following guidelines. If you are sending us completed, print-ready files, please pass the following information on to your graphics designer or art department. Two overall considerations for submitting acceptable artwork involves proper resolution or size of the file to avoid poor quality images, and proper color matching information and proofs to ensure accurate color reproduction.

PLEASE PROVIDE THE FOLLOWING WHEN SUBMITTING ART

RASTER ART (photos, logos containing any continuous tone images):

- Art submitted at 1:1 (100%), resolution should be no less than 60 dpi (100 dpi preferred)
- Art submitted at 2:1 (50%), resolution should be no less than 120 dpi (200 dpi preferred)
- Art submitted at 4:1 (25%), resolution should be no less than 240 dpi (400 dpi preferred)

VECTOR ART:

- Logos should be vector and have outlined fonts (if provided as bitmap, please use high-res images)

FONTS and LINKS

- Supply all fonts used in your design (zip Mac fonts). If unsure how to collect fonts, convert them to outlines
- Supply all links used in your document. Use packaging feature if available. If unsure how to collect links, embed them in the file when saving.

COLOR

- If PMS color matching is required, please use original Pantone + Solid Coated swatches in your artwork. Modifying Pantone names will result in printing default color (CMYK)
- CMYK artwork will be produced "As Is". Our color output is balanced and vibrant.
- Convert RGB art to CMYK if possible.
- If you are sending Certified Color Proofs (GRACoL, SWOP, Fographics), please provide ICC file information used to print your samples. Best option would be to include ICC chart on your prints.

ARTWORK IN THE STRUCTURE

- Please note that any panels going in the metal frame will hide 1/4" of your art all the way around. If you have a continuous wall where individual panels are divided by metal, use 1.25" spacing in between each panel to account for gaps and the natural flow of the graphics.

ACCEPTABLE FILE SOFTWARE

We are capable of working with both PC and MAC based software, and can accept art created with the ADOBE Creative Suite - Illustrator, InDesign, and Photoshop

Always provide the following:

- Native files with fonts and links (zipped)
- High-res PDF-X/4 exports of the files

ACCEPTABLE FILE TYPES and SUPPORT FILES

NATIVE FILES:

- AI CLOUD (CC) file with Packaged supporting links and fonts. You may keep images linked but Packaging feature must be used.
- AI (CS6, CS5, CS4...) file with embedded links and outlined fonts
- EPS file with embedded links and outlined fonts
- INDD file with Packaged supporting links and fonts

PRINT FILES:

- High-res PDF-X/4 (preferred)
- AI with PDF content (choose this option when saving file)
- EPS files with embedded links and outlined fonts

RASTER OR BITMAP ART:

- Photoshop EPS (preferred, use 8-bit preview, Max, Quality JPG compression)
- PSD (make sure font layers are rasterized)
- TIFF, JPG (quality 8 and higher)

Mac users: Use Zip or Stuffit programs when submitting fonts other than OTF (Open Type Fonts)

WAYS TO SEND ARTWORK

Files below 10 MB can be delivered via email. Larger files may be posted to Freeman's FTP site. You may get the password and other needed information from your Freeman service representative in order to post files. However, a hard copy proof and backup of the files on CD-ROM/DVD may be required to be sent via overnight delivery in addition to posting the electronic files. Please call (601) 569-9357 for assistance.

NON-OFFICIAL CONTRACTORS

EXAGERE EXPOSITION SERVICES

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COMPANY NAME: BOOTH #: BOOTH SIZE: X

CONTACT NAME: PHONE #:

EMAIL ADDRESS:

INTENT TO USE NON-OFFICIAL CONTRACTORS

A Non-Official Contractor is:

Any individual who is not a full-time permanent employee of an exhibiting firm, who is providing a service to an exhibitor on-site at the convention facility and does not represent one or more of the official contractors.

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

2. The Non-Official Contractor must provide Exagere Exposition Services with a valid and current Certificate of Insurance naming Exagere Exposition Services as the Certificate Holder. This certificate must be received no later than the Deadline Date shown above. No extensions or exceptions will be granted after the published deadline.

3. Failure to provide Exagere Exposition Services with the above items 1 and 2 will result in said firms being required to hire installation and dismantling labor from Exagere Exposition Services. Non-official contractors will be able to provide supervision only.

4. All representatives of the Non-Official Contractors must obtain an "Exhibit Crew" badge at Exagere Exposition Services Labor Desk.

EXHIBITOR INFO

Exhibiting Firm: Booth #:

Authorized Name: Title:

Authorized Signature:

NON-OFFICIAL CONTRACTOR INFO

Contractor company:

Contractor address:

City, State: Zip Code:

Contractor phone number: Fax Number:

Onsite representative name:

Onsite representative contact number:

Certificate of Insurance included with form: Yes No

Please retain a copy for your files.

For Assistance, please call (601) 569-9357 to speak with one of our representatives.