



# EXHIBITOR SERVICE MANUAL

**Broward County Convention Center  
Grand Ballroom & Foyer  
July 23, 2025**

## Online Marketplace

**Expo Convention Contractors (Expo CCI)** has been chosen as the Official Service Contractor for **SEFAA 2025 TRADE SHOW**. We are prepared to assist you in every way possible to ensure a successful marketing presentation for your company. Expo Convention Contractors has an online marketplace that provides an easy way for you to order all of your show services. Our system is user friendly and visually driven, making it easy to navigate.

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

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

- Once you have successfully registered for a booth with the show manager, Expo CCI will receive your contact information. We will then email you a unique temporary password, as well as link to our storefront <https://expocci.boomerecommerce.com/Home/Pages/Security/Login>
- When you log in for the first time, you will be prompted to update your password, keeping your order and payment information confidential and accessible only to you.  
*If you were an exhibitor last year or have logged into our storefront before, your password will be the same as your last login. You always have the option to reset your password from the login page.*
- After you have logged in, you will be directed to your Event Homepage. Here you will find important show dates and times, booth equipment, shipping deadlines and shipping addresses. As well as any important contacts you may need in preparation for this event.
- From your Event Homepage, you will also notice a menu on your left hand side. From these menu options you can start shopping to place your order online. Shipping labels, subcontractor forms and additional information can be found within the menus displayed across the top of the page.
- Freight shipments will incur a material handling charge. Please see the Shipping Information section of the online marketplace for posted rates. By having a credit card on file prior to move-in, Expo CCI can deliver your shipment to your booth space in a timely manner.
- All remaining balances are to be paid prior to the show. If you have an open balance after the show has closed, a 25% administrative charge will be accessed to your invoice.
- **Please pay special attention to the deadline dates for placing your order and shipping your booth materials. The deadline date to receive Advance Warehouse freight is Monday, July 14, 2025.**
- Please call our Exhibitor Service Department if you need assistance. We're here to help! You can reach us at 305-751-1234 or by email at [info@expocci.com](mailto:info@expocci.com)

NEED

A CUSTOM  
BOOTH?

click here

NEED

SHIPPING  
TO AND FROM  
A TRADESHOW?



click here

NEED ANYTHING?

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

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

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check the  
completed pages

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## Expo Quick Facts/Show Information

Deadline date to receive discounted rates: July 7, 2025

### SCHEDULE

*Exhibitor Move-in:* Wednesday, July 23, 2025 10:00am - 2:00pm

*If you are having any furniture delivered please make sure you are setting up no later than 1:00pm.*

*Show hours:* Wednesday, July 23, 2025 3:00pm - 7:00pm

*Exhibitor Move-out:* Wednesday, July 23, 2025 7:00pm - 8:00pm

### MOVE OUT

All freight must be labeled and a Bill of Lading filled out and returned to the Expo Service Desk before leaving your booth.

All freight will be returned to Expo Convention Contractors, Inc. warehouse, ready for your carrier to pick up on **Friday, July 25, 2025 from 8:30am to 3:30pm**, please make sure to schedule your carrier pick-up for this date and time at the below address:

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

**Any exhibitors without a card on file will have their freight held until paid in full.**

### SHOW COLORS

**Solid back wall: BLACK Side Drape: BLACK Table Drape: BLACK**

### CARPET COLOR

The booth area has **multicolor ballroom** carpet. You may carpet your booth area in any offered color, please see our enclosed [Flooring form](#) for color selection and pricing.

### BOOTH EQUIPMENT

Each 10' x 10' booth area will be provided with an 8' high background drape, 3' high side drape, one 6' skirted table, two side chairs, one wastebasket, one booth Identification sign (7" x 44"). (Black Helvetica letters are standard for the ID Signs)

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

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## Expo Quick Facts/ Show Information

### ADVANCE WAREHOUSE SHIPMENT

---

Materials should be shipped to arrive at our warehouse beginning **Friday, June 20, 2025** but **NO LATER THAN, Monday, July 14, 2025**. Freight received before or after these dates will incur a 25% early/late handling fee.

SEFAA 2025 TRADE SHOW  
Your Company Name and Booth #  
Expo Convention Contractors, Inc.  
15959 NW 15th Avenue  
Miami, FL 33169

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

### BOOTH CLEANING

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All rental carpet is delivered clean to your booth space, but during setup, carpet may become dirty. Vacuuming is not included in your booth package, only the first day's vacuuming is included for carpets rented from EXPO CCI. If you would like to order booth cleaning you must place and order. [Check out Cleaning Form.](#)

**Bulk Trash Removal:** Exhibitors are responsible for move-out of all freight. Those with third-party labor providers are responsible for ensuring that all crates and materials brought into the event get properly removed after the show concludes. Failure to do so can result in a disposal fee.

### ASSISTANCE

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

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Show dates:  
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Discount deadline:  
July 7, 2025

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## Payment Policy

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

**ADVANCE AND/OR FLOOR ORDERS** All Orders require **ADVANCE PAYMENT** for initial estimate of charges for services AND a **VALID CREDIT CARD** with proper authorization be provided to Expo CCI. You may prepay with a check written by your company but a credit card is required by Expo CCI to ensure any unexpected charges, such as additional freight, clean-up costs, etc., are paid at the time the Show closes.

**THIRD PARTY ORDERS** If you choose to contract work to a Display or Exhibit house/company and/or require services from Expo CCI, the Payment Policy presented above shall apply. Expo CCI must be notified, in writing and a non-official contractor form with COI must be submitted from exhibiting company of any other display or exhibit company involved in the set up or breakdown of exhibits. The exhibiting firm is ultimately responsible for payment of all costs incurred on its behalf. If a third party is to be invoiced for certain items or services, please complete and submit the Third Party Payment form prior to placing order.

**DRAYAGE TO WAREHOUSE OR SHOW SITE AND/OR LABOR** Expo CCI's Payment Policy must be adhered to by Exhibitor prior to any freight being shipped to Expo CCI. All charges for freight, assembling, disassembling, shipping, handling and any other must be prepaid. If adjustments or additional charges are required at Show Close, they will be charged to the enclosed Credit Card provided, unless Exhibitor provides an additional form of payment prior to the charge being processed. Expo CCI is not responsible for any damage or loss of your freight, **please secure round trip insurance from your company insurance carrier.**

**ALL CHARGES** All charges/costs requested by Exhibitor **MUST** be PAID IN FULL before services are rendered and any adjustment and/or additional charges must be paid by Show Close. Such costs will be charged to Exhibitor's credit card provided unless prior arrangements have been made. All checks must be drawn on a U.S. bank and there will be a minimum charge of \$39 for each NSF check written to Expo CCI.

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

**ADJUSTMENTS/REFUNDS** Exhibitors are responsible for ensuring services are rendered as ordered prior to the Show opening. All requests for adjustments must be made on site prior to the Show's closing. Expo CCI will not be responsible for adjustments after the Show closes unless prior arrangements have been agreed to in writing by Expo CCI. **Refunds:** A 6% processing fee will be added to all orders prior to refunding a credit balance of any type.

**SALES TAX** Applicable city, county and state sales tax will apply. If any Exhibitor is exempt from paying sales tax, it is the Exhibitor's responsibility to provide Expo CCI with its tax exempt certificate prior to orders being processed. If not provided and Exhibitors requests tax to be removed a 6% processing fee will apply before refund.

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

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

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

|  |  |           |
|--|--|-----------|
| Exhibitor:   | Contact name:  | Booth #:  |
| Address:   |  |           |
| City:  | State:   | Zip:      |
| Phone:   |  | Country:  |
|  |  | Email:    |
| Credit Card Used For Payment: No.:                     |  | Expires:  |
| Security Code:   | (The 3 numbers on back of card or for Amex the 4 numbers on the front) |           |
| Billing Address for credit card:                       |  |           |
| City:  | State:   | ZIP CODE: |
| Credit Card Holder (Print Name as it appears on card): |  |           |
| Card Holder Signature:                                 |  |           |

\*\*\*\*\*Cardholder hereby authorizes EXPO CCI to charge credit card described herein for all charges incurred by Exhibitor and has read, understands, and agrees to all forms in the Exhibitor manual and agrees to pay all charges as described in Cardholder Agreement. All estimated charges must be paid in ADVANCE, AND a valid credit card must be on file with EXPO CCI authorizing payment for modified and/or additional charges. All Charges must be paid by end of Show.

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

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## Terms and Conditions

### PAYMENT POLICY:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

### DEFINITIONS AND EXPO RESPONSIBILITIES:

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

### INDEMNIFICATION:

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

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## Terms and Conditions

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

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

### EXPO CCI's LIMITS OF LIABILITY:

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

### INBOUND AND OUTBOUND SHIPMENTS:

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

### PACKAGING, CRATES AND EMPTY CONTAINERS:

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

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## Third Party Payment

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

### THIRD PARTY PAYMENT CONDITIONS

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

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

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

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

Authorized Firm Representative Signature:

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

## EXHIBITING COMPANY

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

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

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

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

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

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

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

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

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

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## THIRD PARTY

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

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

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

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

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

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

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

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

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

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Show dates:  
July 23, 2025

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## Tables

### Draped Table



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

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

PLEASE CHECK  
COLOR CHOICE

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

### Undraped Table



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

Amount



### 30" Round Table

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

Amount



### Chrome Square Table

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

Amount



### Glass Table

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

Amount



### Charging Table

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

Amount

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Booth #:

|            |
|------------|
| Amount     |
| 7% TAX     |
| Amount Due |


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## Chairs and Stools



| Black Side Chair                  |               |                |
|-----------------------------------|---------------|----------------|
| 17 1/2" L x 20 1/2" W x 30 1/8" H |               |                |
| Qty                               | Advance Price | Standard Price |
|                                   | \$ 92.50      | \$ 120.00      |
| Amount <input type="text"/>       |               |                |




| White Side Chair                    |               |                |
|-------------------------------------|---------------|----------------|
| 18 15/16" L x 18 1/8" W x 27 7/8" H |               |                |
| Qty                                 | Advance Price | Standard Price |
|                                     | \$ 132.50     | \$ 172.50      |
| Amount <input type="text"/>         |               |                |




| Clear Chair                          |               |                |
|--------------------------------------|---------------|----------------|
| 14 13/16" L x 20 1/4" W x 35 7/32" H |               |                |
| Qty                                  | Advance Price | Standard Price |
|                                      | \$ 191.50     | \$ 248.50      |
| Amount <input type="text"/>          |               |                |



| Light Gray Wood Stool              |               |                |
|------------------------------------|---------------|----------------|
| 16 3/4" L x 17 5/8" W x 39 3/16" H |               |                |
| Qty                                | Advance Price | Standard Price |
|                                    | \$ 191.50     | \$ 248.50      |
| Amount <input type="text"/>        |               |                |



| White Folding Chair                  |               |                |
|--------------------------------------|---------------|----------------|
| 17 5/16" L x 19 1/16" W x 30 3/32" H |               |                |
| Qty                                  | Advance Price | Standard Price |
|                                      | \$ 92.50      | \$ 120.00      |
| Amount <input type="text"/>          |               |                |



| White Stool with Back              |               |                |
|------------------------------------|---------------|----------------|
| 15 1/64" L x 16 3/8" W x 36 3/4" H |               |                |
| Qty                                | Advance Price | Standard Price |
|                                    | \$ 220.00     | \$ 286.00      |
| *adjustable to 30" H or 42" H      |               |                |
| Amount <input type="text"/>        |               |                |



| Light Gray Lounge Chair     |               |                |
|-----------------------------|---------------|----------------|
| 23" L X 21" W X 32" H       |               |                |
| Qty                         | Advance Price | Standard Price |
|                             | \$ 296.50     | \$ 385.50      |
| Amount <input type="text"/> |               |                |



| Black Stool with Back              |               |                |
|------------------------------------|---------------|----------------|
| 17 9/16" L x 21 5/8" W x 45 1/8" H |               |                |
| Qty                                | Advance Price | Standard Price |
|                                    | \$ 167.00     | \$ 217.00      |
| Amount <input type="text"/>        |               |                |

Company Name:  
Booth #:

|            |
|------------|
| Amount     |
| 7% TAX     |
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## Flooring

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

### Wood Vinyl

SELECT WOOD VINYL

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

Medium  
Oak Wood

Silver  
Wood

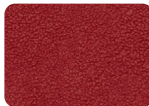


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### Carpets

SELECT CARPET COLOR

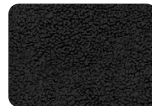
Red



Burgundy



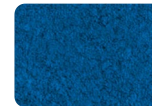
Black



Grey



Blue



Black  
Tuxedo



Blue  
Tuxedo



EXPO CLASSIC CARPET

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

EXPO CUSTOM CUT FLOORING

| BOOTH SIZE: LENGTH X WIDTH = Sq. Ft.<br>X = | Advance Price | Standard Price | Total Price |
|---|---------------|----------------|-------------|
| Do you want Expo Classic Carpet?            | \$ 4.90       | \$ 6.40        |             |
| Do you want Expo Plush Carpet?              | \$ 6.40       | \$ 8.30        |             |
| Do you want Expo Vinyl?                     | \$ 9.00       | \$ 11.50       |             |

### Padding and Visqueen

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

Company Name:

Booth #:

Amount

7% TAX

Amount Due

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## Accessories

|                |                                    |               |                      |
|----------------|------------------------------------|---------------|----------------------|
|                | <b>Sign Holder</b>                 |               |                      |
|                | 66" H - Graphic Size 22" W x 28" H |               |                      |
|                | Qty                                | Advance Price | Standard Price       |
|                | NO Graphic                         | \$ 143.00     | \$ 186.00            |
| Single Graphic | \$ 193.50                          | \$ 251.50     |                      |
| Double Graphic | \$ 244.50                          | \$ 318.50     |                      |
| Amount         |                                    |               | <input type="text"/> |

|        |                    |               |                      |
|--------|--------------------|---------------|----------------------|
|        | <b>Floor Easel</b> |               |                      |
|        | 65" H              |               |                      |
|        | Qty                | Advance Price | Standard Price       |
|        |                    | \$ 39.50      | \$ 60.00             |
| Amount |                    |               | <input type="text"/> |

|        |                            |               |                      |
|--------|----------------------------|---------------|----------------------|
|        | <b>Adjustable Arm Rack</b> |               |                      |
|        | 16" W x 47 11/16" H        |               |                      |
|        | Qty                        | Advance Price | Standard Price       |
|        |                            | \$ 78.50      | \$ 102.00            |
| Amount |                            |               | <input type="text"/> |

|        |                             |               |                      |
|--------|-----------------------------|---------------|----------------------|
|        | <b>2 Way Waterfall Rack</b> |               |                      |
|        | 30" W x 53 5/16" H          |               |                      |
|        | Qty                         | Advance Price | Standard Price       |
|        |                             | \$ 98.50      | \$ 128.50            |
| Amount |                             |               | <input type="text"/> |

|                                  |                          |               |                      |
|----------------------------------|--------------------------|---------------|----------------------|
|                                  | <b>Mini Refrigerator</b> |               |                      |
|                                  | 20" L x 20" W x 34" H    |               |                      |
|                                  | Qty                      | Advance Price | Standard Price       |
|                                  |                          | \$ 388.00     | \$ 504.50            |
| <i>*Electricity not included</i> |                          |               |                      |
| Amount                           |                          |               | <input type="text"/> |

|                            |  |               |                      |
|----------------------------|--|---------------|----------------------|
|                            | <b>Black Retractable Rope Stanchions</b> |               |                      |
|                            | 39 1/2" H - 10 ft. Rope                  |               |                      |
|                            | Qty                                      | Advance Price | Standard Price       |
|                            |  | \$ 58.50      | \$ 76.50             |
| <i>*Minimum order of 2</i> |  |               |                      |
| Amount                     |  |               | <input type="text"/> |

|        |                       |               |                      |
|--------|-----------------------|---------------|----------------------|
|        | <b>Wastebasket</b>    |               |                      |
|        | 14" L x 10" W x 15" H |               |                      |
|        | Qty                   | Advance Price | Standard Price       |
|        |                       | \$ 43.00      | \$ 55.50             |
| Amount |                       |               | <input type="text"/> |

Company Name:  
Booth #:

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

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## Accessories



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

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


Amount



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

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


Amount



| 4 Track Lights with Two Cans  |     |               |                |
|-------------------------------|-----|---------------|----------------|
| 72" L x 6 1/2" W x 9 11/16" H |     |               |                |
|                               | Qty | Advance Price | Standard Price |
| Track                         |     | \$ 310.00     | \$ 403.00      |
| Additional Can                |     | \$ 84.50      | \$ 109.50      |


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

Amount



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


Amount



| Rolling TV Stand                     |               |                |
|--------------------------------------|---------------|----------------|
| 26 7/16" L x 18 7/16" W x 66 7/32" H |               |                |
| Qty                                  | Advance Price | Standard Price |
|                                      | \$ 213.50     | \$ 277.50      |

\*TV not included.  
\*Holds up to 70 lbs (31.82 kg)  
\*Height-adjustable 58.7" - 70.31"

Amount



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

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

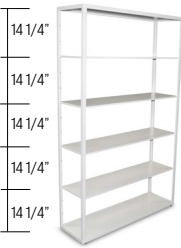
Amount



| TV Rentals |     |               |                |
|------------|-----|---------------|----------------|
|            | Qty | Advance Price | Standard Price |
| 43" TV     |     | \$ 631.50     | \$ 821.50      |
| 55" TV     |     | \$ 774.50     | \$ 1,006.00    |

\*Please contact us for other sizes.  
\*Electricity not included.  
\*Can be installed on hard walls. Installation **not included**, please see labor page for rate.

Amount



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

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

Amount

Company Name:  
Booth #:

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

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## Cabinets


**[The deadline to receive orders, payments, and ready-to-print cabinet graphics at a discounted price is July 7, 2025.]**



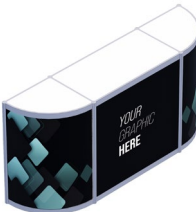
| 1 meter Cabinet with Sliding Doors & Lock |                         |               |                |
|---|-------------------------|---------------|----------------|
| 40 9/16" L X 21 1/16" W X 39" H           |                         |               |                |
|   | Qty                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




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



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




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




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


## Gondolas



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



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



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

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

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

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Booth #:

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

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## Showcases

*\*Electricity not included.*



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

Amount



| See Thru Wall Case |                       |               |                |
|--------------------|-----------------------|---------------|----------------|
|                    | Qty                   | Advance Price | Standard Price |
| WHITE              |                       | \$ 888.50     | \$ 1,155.50    |
| BLACK              |                       | \$ 888.50     | \$ 1,155.50    |
| Size               | 18" L x 70" W x 84" H |               |                |


Amount



| Classic Black Showcase |               |               |                |
|------------------------|---------------|---------------|----------------|
|                        | Qty           | Advance Price | Standard Price |
| 4 Feet                 |               | \$ 556.50     | \$ 723.50      |
| 5 Feet                 |               | \$ 556.50     | \$ 723.50      |
| 6 Feet                 |               | \$ 556.50     | \$ 723.50      |
| Size                   | 20" L x 42" H |               |                |


Select view Half Quarter

Amount



| Tower Case TCS1639 |                       |               |                |
|--------------------|-----------------------|---------------|----------------|
|                    | Qty                   | Advance Price | Standard Price |
| GREY               |                       | \$ 757.50     | \$ 985.00      |
| BLACK              |                       | \$ 757.50     | \$ 985.00      |
| Size               | 16" L x 39" W x 79" H |               |                |

Amount




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

Select Color WHITE BLACK


Select view Full Half Quarter

Amount



| Tower Case TCS1651 |                       |               |                |
|--------------------|-----------------------|---------------|----------------|
|                    | Qty                   | Advance Price | Standard Price |
| GREY               |                       | \$ 888.50     | \$ 1,155.50    |
| BLACK              |                       | \$ 888.50     | \$ 1,155.50    |
| Size               | 20" L x 68" W x 84" H |               |                |

Amount




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

Select Color WHITE BLACK

Select view Full Half Quarter

Amount



| Standard 2020 |                       |               |                |
|---------------|-----------------------|---------------|----------------|
|               | Qty                   | Advance Price | Standard Price |
| LIGHT GREY    |                       | \$ 733.50     | \$ 954.00      |
| BLACK         |                       | \$ 733.50     | \$ 954.00      |
| Size          | 20" L x 20" W x 79" H |               |                |

Amount

Company Name:  
Booth #:

|            |
|------------|
| Amount     |
| 7% TAX     |
| Amount Due |

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

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

Discount deadline:  
July 7, 2025

NEED  
A CUSTOM  
BOOTH?

click here

NEED  
SHIPPING  
TO AND FROM  
A TRADESHOW?



click here

NEED ANYTHING?

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



Show dates:  
July 23, 2025

GO BACK TO TABLE  
OF CONTENTS ←

Discount deadline:  
June 6, 2025

NEED  
A CUSTOM  
BOOTH?

click here

NEED  
SHIPPING  
TO AND FROM  
A TRADESHOW?



click here


NEED ANYTHING?

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

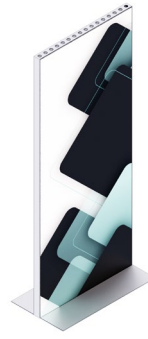


## Graphics

(The deadline to receive orders, payments, and ready-to-print graphics at a discounted price is June 6, 2025.)




| Pull up Banner                                   |               |                |
|--|---------------|----------------|
| Qty  | Advance Price | Standard Price |
|  | \$ 501.50     | \$ 651.50      |
| Graphic Size<br>33 1/2" W x 80" H                |               |                |
| Amount <input style="width: 100%;" type="text"/> |               |                |




| 1 meter B-Matrix Panel with Graphic on PVC       |               |                |
|--|---------------|----------------|
| Qty  | Advance Price | Standard Price |
|  | \$ 675.00     | \$ 877.50      |
| Graphic Size<br>38 3/4" W x 94 7/8" H            |               |                |
| *Frame Included                                  |               |                |
| Amount <input style="width: 100%;" type="text"/> |               |                |

[click here](#)  
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| 2 meter B-Matrix with Graphic on PVC             |               |                |
|--|---------------|----------------|
| Qty  | Advance Price | Standard Price |
|  | \$ 1,361.50   | \$ 1,769.50    |
| Overall Graphic Size<br>78 1/9" W x 94 7/8" H    |               |                |
| *Frame Included                                  |               |                |
| Amount <input style="width: 100%;" type="text"/> |               |                |

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| 3 meter B-Matrix with Graphic on PVC             |               |                |
|--|---------------|----------------|
| Qty  | Advance Price | Standard Price |
|  | \$ 2,036.50   | \$ 2,648.00    |
| Overall Graphic Size<br>117 3/17" W x 94 7/8" H  |               |                |
| *Frame Included                                  |               |                |
| Amount <input style="width: 100%;" type="text"/> |               |                |

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Printing Price Per SQ-FT for any custom size is \_\_\_\_\_ \$ 19.00

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

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

Company Name:  
Booth #:

|            |   |
|------------|---|
| Amount     | <input style="width: 100%;" type="text"/> |
| 7% TAX     | <input style="width: 100%;" type="text"/> |
| Amount Due | <input style="width: 100%;" type="text"/> |

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

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

Show dates:  
July 23, 2025

GO BACK TO TABLE  
OF CONTENTS ←



## Turnkey Rental Form

**(The deadline to receive orders, payments, and ready-to-print graphics at a discounted price is June 6, 2025.)**

### EXPO HARD WALL BOOTH OPTIONS

All of our standard hardwall Turnkey Rentals featured on the following pages are available in white and include graphics.

| Qty | Item                     | Advance Price | Standard Price | TOTAL |
|-----|--------------------------|---------------|----------------|-------|
|     | Turnkey Rental Booth 101 | \$ 4,895.00   | \$ 6,363.50    |       |
|     | Turnkey Rental Booth 102 | \$ 4,006.50   | \$ 5,209.00    |       |
|     | Turnkey Rental Booth 103 | \$ 5,277.50   | \$ 6,861.00    |       |
|     | Turnkey Rental Booth 105 | \$ 5,500.50   | \$ 7,150.50    |       |
|     | Turnkey Rental Booth 201 | \$ 6,700.50   | \$ 8,710.50    |       |
|     | Turnkey Rental Booth 202 | \$ 7,559.00   | \$ 9,826.50    |       |

Discount deadline:  
June 6, 2025

- **Rush Fee:** A \$250 fee applies to turnkey orders placed within 2 weeks of your event date.

**Electrical is not included.**

|            |
|------------|
| 7% TAX     |
| Amount Due |

NEED  
**A CUSTOM  
BOOTH?**

click here

Do you want something  
different than the standard  
booth?

Call our Custom  
Design Department

**305-751-1234**

We will custom design a booth to best show off your product. Send an email to [designanddisplay@expocci.com](mailto:designanddisplay@expocci.com)

NEED  
**SHIPPING  
TO AND FROM  
A TRADESHOW?**



click here

Additional Requests:

Company name:

Booth #:

Contact name:

Email:

Phone:

Fax:

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

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

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

NEED ANYTHING?

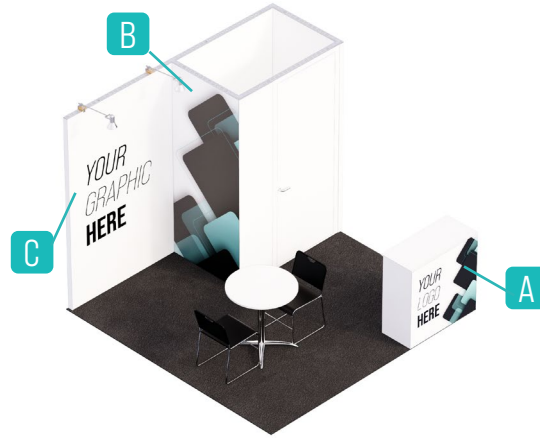
Phone: 305-751-1234  
| Fax: 305-751-1298

GO BACK TO TABLE OF CONTENTS ←

## Turnkey Rental Booth

Turnkey Rental Booth 101

ADVANCED \$ 4,895.00 | STANDARD \$ 6,363.50



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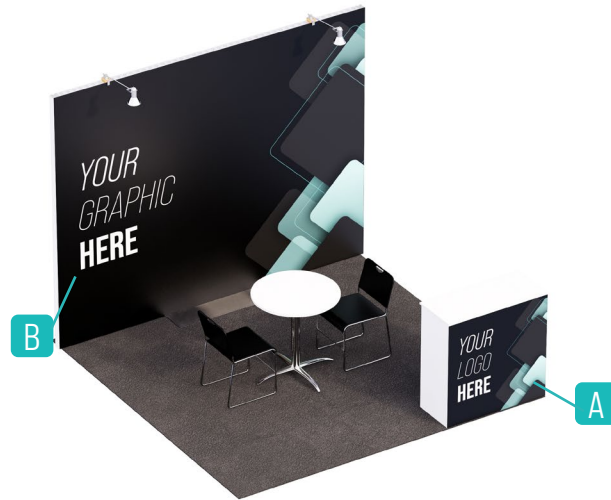
**Included items:**

- 10' x 10' Black Carpet
- 1 - 3m beMatrix Backwall 117 11/64" W x 95 3/16" H
- 1 - 1m Counter with doors for storage.
- A. Graphic-PVC on counter in (size: 39 1/8" W x 38 1/2" H)
- B. Graphic-Fabric (size: 41 1/2" W x 95 3/16" H)
- C. Graphic-Fabric (size: 58 9/16" W x 95 3/16" H)

- 1 - Storage Closet 1m L x 1 1/2m W
- 1 - Round Table 30" / 2 Black Chairs
- 1 - Wastebasket
- 2 - White Arm lights **(Electrical is Not Included)**
- Delivery, Installation & Dismantle
- 1 - Optional door graphic 61.02" W x 95.20" H (ADDITIONAL PRICE)
- 1 - Complimentary vacuuming before the show

Turnkey Rental Booth 102

ADVANCED \$ 4,006.50 | STANDARD \$ 5,209.00



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**Included items:**

- 10' x 10' Black Carpet
- 1 - 3m beMatrix Backwall 117 11/64" W x 95 3/16" H
- 1 - 1m Counter with doors for storage.
- A. Graphic-PVC on counter in (size: 39 1/8" W x 38 1/2" H)
- B. Graphic-Fabric (size: 117 11/64" W x 95 3/16" H)

- 1 - Round Table 30" / 2 Black Chairs
- 1 - Wastebasket
- 2 - White Arm lights **(Electrical is Not Included)**
- Delivery, Installation & Dismantle
- 1 - Complimentary vacuuming before the show

Discount deadline:  
June 6, 2025

NEED  
**A CUSTOM  
BOOTH?**

[click here](#)

NEED  
**SHIPPING  
TO AND FROM  
A TRADESHOW?**



[click here](#)

NEED ANYTHING?

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

Discount deadline:  
June 6, 2025

NEED  
A CUSTOM  
BOOTH?

click here

NEED  
SHIPPING  
TO AND FROM  
A TRADESHOW?



click here

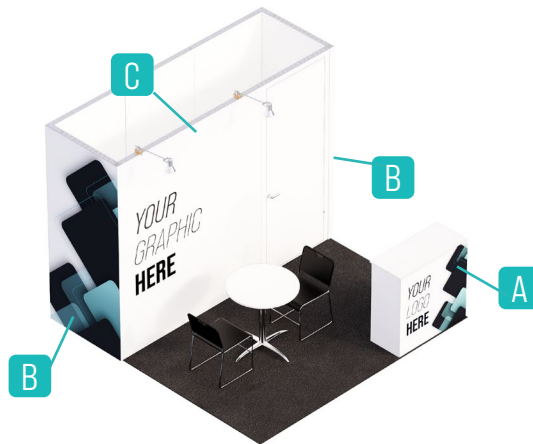
NEED ANYTHING?

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

## Turnkey Rental Booth

Turnkey Rental Booth 103

ADVANCED \$ 5,277.50 | STANDARD \$ 6,861.00



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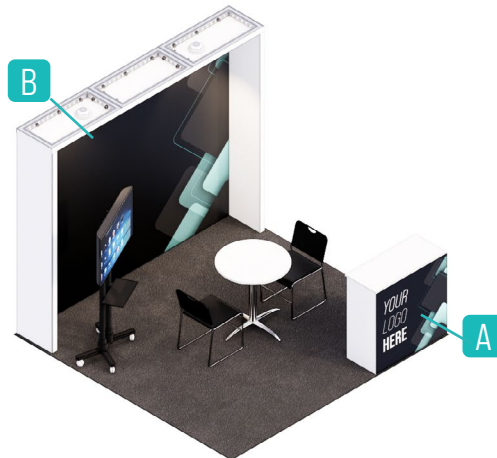
### Included items:

- 10' x 10' Black Carpet
- 1- 3m beMatrix Backwall 117 11/64" W x 95 3/16" H
- 1- 1m Counter with doors for storage.
- A. Graphic-PVC on counter in (size: 39 1/8" W x 38 1/2" H)
- B. 2 Side Graphics-Fabric (size: 41 1/2" W x 95 3/16" H)
- C. Graphic-Fabric (size: 80 9/16" W x 95 3/16" H)

- 1- Storage Closet 1m L x 3m W
- 1- Round Table 30" / 2 Black Chairs
- 1- Wastebasket
- 2- White Arm lights **(Electrical is Not Included)**
- Delivery, Installation & Dismantle
- 1- Optional door graphic 61.02" W x 95.20" H (ADDITIONAL PRICE)
- 1- Complimentary vacuuming before the show

Turnkey Rental Booth 105

ADVANCED \$ 5,500.50 | STANDARD \$ 7,150.50



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### Included items:

- 10' x 10' Black Carpet
- 1- 3m beMatrix Backwall 117 11/64" W x 95 3/16" H
- 1- 1m Counter with doors for storage.
- A. Graphic-PVC on counter in (size: 39 1/8" W x 38 1/2" H)
- B. Graphic-Fabric (size: 117 11/64" W x 95 3/16" H)
- 1/2m 19.53" L - Sides and Ceiling Structure.

- 1 TV + 1 Rolling Stand **(Electrical is Not Included)**
- 1- Round Table 30" / 2 Black Chairs
- 1- Wastebasket
- 2- White Ceiling lights **(Electrical is Not Included)**
- Delivery, Installation & Dismantle
- 1- Complimentary vacuuming before the show

Discount deadline:  
June 6, 2025

NEED  
A CUSTOM  
BOOTH?

click here

NEED  
SHIPPING  
TO AND FROM  
A TRADESHOW?



click here

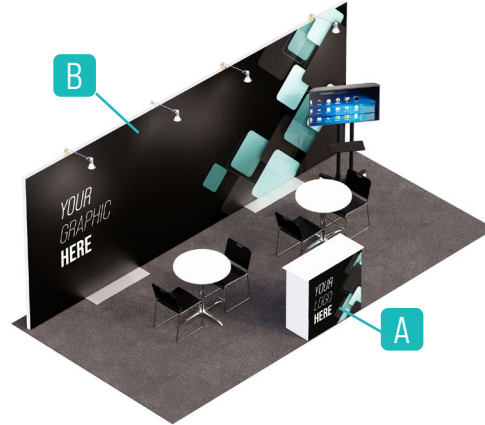
NEED ANYTHING?

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

## Turnkey Rental Booth

Turnkey Rental Booth 201

ADVANCED \$ 6,700.50 | STANDARD \$ 8,710.50



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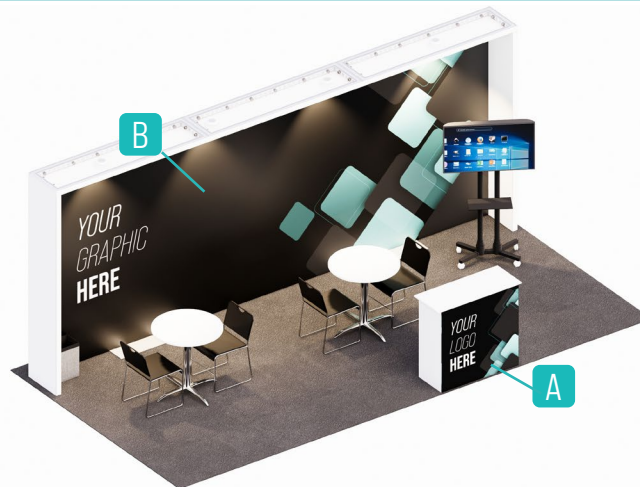
### Included items:

10' x 20' Black Carpet  
1 - 6m beMatrix Backwall 234 21/64" W x 95 3/16" H  
1 - 1m Counter with doors for storage.  
A. Graphic-PVC on counter in (size: 39 1/8" W x 38 1/2" H)  
B. Graphic-Fabric (size: 234 21/64" W x 95 3/16" H)  
1 TV + 1 Rolling Stand **(Electrical is Not Included)**

2 - Round Tables 30" / 4 Black Chairs  
1 - Wastebasket  
4 - White Arm lights **(Electrical is Not Included)**  
Delivery, Installation & Dismantle  
1 - Complimentary vacuuming before the show

Turnkey Rental Booth 202

ADVANCED \$ 7,559.00 | STANDARD \$ 9,826.50



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to download template

### Included items:

10' x 20' Black Carpet  
1 - 6m beMatrix Backwall 234 21/64" W x 95 3/16" H  
1 - 1m Counter with doors for storage.  
A. Graphic-PVC on counter in (size: 39 1/8" W x 38 1/2" H)  
B. Graphic-Fabric (size: 234 21/64" W x 95 3/16" H)  
1/2m 19.53" L - Sides and Ceiling Structure.

1 TV + 1 Rolling Stand **(Electrical is Not Included)**  
2 - Round Tables 30" / 4 Black Chairs  
1 - Wastebasket  
4 - White Ceiling lights **(Electrical is Not Included)**  
Delivery, Installation & Dismantle  
1 - Complimentary vacuuming before the show



# WE CREATE

## **CUSTOM** TRADESHOW **DISPLAYS**

YOUR CUSTOMERS WILL  
**NEVER FORGET!**

We work closely with you to create unique and stunning custom booths that align perfectly with your vision.

[GO BACK TO TABLE OF CONTENTS](#) ←

## CONTACT US

✉ **EMAIL**  
designanddisplay@expocci.com

☎ **PHONE #**  
305-751-1234

MORE ABOUT US  
AND OUR WORK



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

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

**expo**  
convention  
contractors



# SHIPPING SERVICES

FOR ALL YOUR TRADESHOW NEEDS



## OUR PREFERRED CARRIER

[GO BACK TO TABLE OF CONTENTS](#) ←

ARE YOU SHIPPING TO  or FROM  A TRADESHOW ?

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

### CONTACT INFO

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

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

### INSTRUCTIONS

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

Is there a Loading Dock?  YES  NO

Residential Area?  YES  NO

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

Does the driver need to go in elevator?  YES  NO

PICK-UP LOCATION  Office  Dock  Other

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

### PICK-UP DATE

DATE SHIPMENT MUST ARRIVE AT DESTINATION

NUMBER OF PIECES

TYPE OF SHIPMENT  Pallet / Skid  Fiber Case  Carton  Crate  Other

Dimensions  Approx. Weight

### DESTINATION ADDRESS

SHOW NAME  BOOTH #

COMPANY NAME

ADDRESS

SIGNATURE

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

SHIPPING TO,  
AND FROM YOUR TRADESHOW  
MADE EFFORTLESS

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

Show dates:  
**July 23, 2025**

**GO BACK TO TABLE  
OF CONTENTS** ←

*Discount deadline:*  
**July 14, 2025**

**NEED  
A CUSTOM  
BOOTH?**

click here

**NEED  
SHIPPING  
TO AND FROM  
A TRADESHOW?**



click here

**NEED ANYTHING?**

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



## Material Handling Authorization

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

**Please complete the following information:**

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

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

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

**Total weight:**

**100 pound minimum charge per shipment**

### Computation of Material Handling Services

The following services, whether used completely, or in part, are offered as a package. When recording weight, the actual weight is the number you use unless less than 100lbs For example: 185 lbs = 185 x RATE = \$ Amount or minimum charge, whichever is greater.

| Advance Shipment  | \$1.50 per pound | Small Package Fee - Advance Warehouse   |
|---|------------------|---|
| <p><b>Advance Address:</b><br/>                     Expo Convention Contractors, Inc.<br/>                     15959 NW 15th Avenue<br/>                     Miami, FL 33169</p> <p><b>Deadline Date is:</b> July 14, 2025<br/>                     Shipments received after this date will incur an additional 25% late handling fee.</p> <p>Advance Shipment Rates Include:<br/>                     Unloading crated material.<br/>                     Storing at EXPO CCI's warehouse for up to 30 days.<br/>                     Unloading materials and delivery to your booth<br/>                     Removing of empty shipping containers from your booth, storing during show, returning at close of show.<br/>                     Reloading materials onto outbound transportation.</p> <p><b>Additional Surcharges based on inbound weight:</b><br/>                     Warehouse shipment Delivered after the deadline date. Add 25% to above rates. Show Site Shipment Delivered Off Target, not on exhibitor set-up day. Add 25% to above rates. Overtime, Outbound included in pricing above. Overtime, Inbound add 25% to above rates.</p> |                  | <p>Company Name:<br/>                     Booth #:<br/>                     Show Name:</p> <p>Must Arrive by Advance Deadline Date or 25% late fee will be added.</p> <p><b>Expo Convention Contractors, Inc.</b><br/> <b>15959 NW 15th Avenue</b><br/> <b>Miami, FL 33169</b></p> <p><b>Small Package Fee - \$100.00</b><br/> <b>Shipment must be received same day/time</b><br/>                     (per shipment 1 - 50 pounds)</p> |

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

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

We understand that your calculation is only an estimate. Invoicing will be calculated from actual certified weight ticket or reweigh ticket on inbound material handling receiving report. Adjustments will be made accordingly. Any adjustments to charges must be made at show site.

Single pieces weighing more than 5,000 pounds CANNOT be accepted at the warehouse. Loose, easily damaged uncrated or blanket-wrapped shipments should be shipped directly to the show site.  
 EXPO CCI is **not responsible** for any damage or loss of your freight. Please secure roundtrip insurance coverage from your company insurance carrier. If you have any questions about material handling, please contact EXPO CCI's Exhibitor Service department.

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

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

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

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



Discount deadline:  
July 14, 2025

NEED  
A CUSTOM  
BOOTH?

click here

NEED  
SHIPPING  
TO AND FROM  
A TRADESHOW?



click here

NEED ANYTHING?

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



## Shipping Instructions

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

**ALL SHIPMENTS MUST ARRIVE PRE-PAID**

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



**MAKE SHIPPING TO AND FROM YOUR TRADESHOW EFFORTLESS**

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

*Please Note: Exhibitors are welcome to utilize their own carriers for their shipment. Additionally, a material handling fee will still apply for all received freight.*

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

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

1. Expo CCI MUST have a credit card on file or the shipments will be held until one is received. If no payment is on file, this may delay the delivery of your materials to your booth and setup.
2. Shipments must be consigned to Expo CCI. The hotel and/or convention site do not have the facilities to receive such shipments and they will be refused.
3. All shipments must be properly labeled and addressed to the warehouse or facility.
4. All shipments requiring special handling for reasons including, but not limited to, length, width or height, are handled on a time and material basis.
5. Expo CCI, as the Official Drayage Contractor, has control over all freight docks, doors, elevators, and crate storage areas. A charge of \$50.00 per crate, box or carton is accessed for any shipment not handled by Expo CCI, when Expo CCI is required to handle storage of empty containers.
6. Remove all expired shipping labels before shipping to avoid confusion.
7. Collect shipments are not accepted and will be refused upon delivery.

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

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

### INSURANCE

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

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

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

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

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

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

## Material Handling Information

### Special Handling

Rate as shown on Material Handling Authorization Form

The standard material handling applies to shipments that can be readily handled off or onto a truck using a conventional forklift or pallet jack equipment without rehandling. A special handling charge applies if your shipment requires extra labor for stacking or unstacking containers on a truck (cubic loading), tarping or untarping freight or containers or rigging pieces for loading or unloading on a truck or from the ground, or other circumstances requiring the rehandling of materials.

### Late Shipments

Surcharge: 25%

A surcharge will apply to shipments not arriving within the published dates (refer to pages 4-5) for advance warehouse or arriving on show site after show opening.

### Uncrated Shipments

Rate as shown on Material Handling Authorization Form

An additional charge of 50% (or as stated on Material Handling Authorization page) of the applicable material handling charge at the time of delivery shall be charged for all loose, uncrated or unprotected shipments received at the show site docks. The charge is a one-time charge that includes both move-in and move-out of the show and is based on the weight of the shipment handled.

### Off Target Deliveries

Surcharge: See below

For targeted shows (exhibitors who received/requested a Targeted Date/Time), a surcharge will apply if shipment is not delivered (or carrier has not checked in) during assigned target date/time. **Surcharge: 25%**. Shipments arriving at the warehouse during Expo show move-in days and/or Exhibitor Move-in Days will be charged a Special Handling Fee. This fee will be based on the shipment received and the Delivery Location. The minimum charge will be \$250.00. Please see the Expo Quick Facts for Delivery Days, Times and Location. **Based on weight of materials and location.**

### Padded Van Deliveries

Surcharge: \$9.00/CWT

A padded van surcharge applies to van line carriers that transport freight at cubic displacement rates, operate a non-standard dock height equipment, require freight on the truck to be unloaded in a specific order or orientation, or require that freight on the truck be moved to unload the actual delivery.

### Marshaling Yard

Surcharge: Maximum \$22.50

Where EXPO CCI, as the show contractor must lease space for marshaling yard operations because no space is provided by the facility, EXPO CCI may charge a fee per shipment processed through the marshaling yard.

### Reweigh of Shipments

Surcharge: \$28.00 per forklift load

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

### Envelope Deliveries

Surcharge: \$28.00 per envelope

During show hours at the show facility, a charge will apply for receiving and delivering envelope packages to your booth.

### Accessible Storage

Surcharge: Based on applicable Labor rate (refer to labor order form)

Accessible storage will be accessible during the show, but not necessarily by Exhibitors. There is a one hour labor rate charge for each time the accessible storage is accessed. There will be no charge to return material to the booth at the close of the show.

### Return to Warehouse

Surcharge: \$15.00 per CWT, Minimum \$ 50.00

Crated materials only, uncrated materials will not be accepted at warehouse. Return to warehouse will be charged after Material Handling.

### Mobile Spotting Fee

Surcharge: \$421.50 round trip ST Charge/ \$731.50 round trip OT charge

Vehicles operated by exhibitors may be allowed on the exhibit hall floor for loading or unloading, if EXPO CCI determines such activity to be operationally feasible and safe. All vehicles operated on the exhibit hall floor must be escorted by EXPO CCI personnel. In such cases, a MOBILE SPOTTING FEE will be charged. All local fire marshal rules and regulations apply. Please call customer service for details.

### Booth Disposal Fee

Surcharge: \$10.00 per Sq. Ft or a minimum labor charge of \$1,000.00

All exhibitors and EAC (exhibitor appointed contractor) are responsible for removing all crates, cartons, and materials from the event site upon show conclusion. Failure to do so can result in a disposal fee of \$10.00 per Sq. Ft or a minimum labor charge of \$1,000.00, whichever is greater.\* This fee is design to cover the costs associated with the removal and disposal of any items left behind, ensuring a smooth transition for our event space.

If you have any questions about material handling, please contact EXPO CCI's Customer Service department.

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## Material Handling Q & A

### Questions and Answers

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

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

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

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

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

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

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

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

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

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

#### What does CWT mean?

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

### Important Facts About Advance Shipments

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

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

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

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

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

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

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

### Material Handling Charges

#### What determines how much I am charged?

Charges are based off the weight from your inbound weight ticket included with your shipment.

#### How do I calculate material handling charges?

Material handling services, whether used completely, or in part, are offered as a package. When recording weight, round up to the next 100 lbs. For example: 185 lbs. = 185 lbs X RATE = \$ Amount or minimum charge, whichever is greater.

#### Will there be any additional charges?

Additional charges may apply. Please review the Material Handling Authorization and Material Handling Additional Services forms included in the manual for all applicable fees.

### Material Handling Charges

#### What are specialized carrier shipments?

Shipments that arrive via small package carrier such as FedEx Express Service, UPS small package service or DHL small package service AND do not have a certified weight ticket included with shipment. This applies to packages weighing under 100 lbs.

#### How do I calculate my specialized carrier shipment?

Charges for specialized carrier shipments are based on per carton, per delivery. Example: I'm shipping 3 packages via FedEx, how much will I be charged? 3 x per carton rate = \$ amount charged (plus any additional fees that may apply).

Please be advised that your whole shipment may not arrive to its destination at one time. Therefore, you may be charged per each delivery, and minimum charges may apply.

### Crated - Uncrated - Special Handling

#### What are CRATED materials?

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

#### What are UNCRATED materials?

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

#### What is SPECIAL HANDLING?

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

### Important Facts About Direct Shipments

#### What are direct shipments?

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

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

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

### Liability Insurance

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

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

### Outbound Shipments

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

If you are NOT using the designated shipping carrier, you must call your carrier with pick-up information. If your carrier fails to pick up your shipment, EXPO CCI will either reroute your freight through the carrier of our choice or return to the local warehouse (whichever is indicated on your MHA).

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## Advance Shipping Labels

|   |   |
|---|---|
| <br><br><b>TO:</b> Expo Convention Contractors, Inc.<br>15959 NW 15th Avenue<br>Miami, FL 33169<br><br><b>FOR: SEFAA 2025 TRADE SHOW</b><br>Receiving Hours: M - F 8:30am - 3:30pm | <br>South East Florida Apartment Association |
|   | <b>First day freight can arrive w/o a surcharge</b>   |
|   | June 20, 2025   |
|   | <b>Last day freight can arrive w/o a surcharge</b>  |
| July 14, 2025   |   |
| <h3>ADVANCE WAREHOUSE</h3>  |   |
| Company Name:<br>Contact name:<br>Contact phone:<br><b>BOOTH #:</b>   |   |
|   |   |

|   |   |
|---|---|
| <br><br><b>TO:</b> Expo Convention Contractors, Inc.<br>15959 NW 15th Avenue<br>Miami, FL 33169<br><br><b>FOR: SEFAA 2025 TRADE SHOW</b><br>Receiving Hours: M - F 8:30am - 3:30pm | <br>South East Florida Apartment Association |
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| July 14, 2025   |   |
| <h3>ADVANCE WAREHOUSE</h3>  |   |
| Company Name:<br>Contact name:<br>Contact phone:<br><b>BOOTH #:</b>   |   |
|    |   |

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**AVAILABLE  
NOW**

*STORE WITH EASE, EXHIBIT WITH CONFIDENCE*

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

Show dates:  
July 23, 2025



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## Labor

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

**Please note**  
 - Hours are based on estimates, you will be invoiced for actual time incurred.  
 - Requested times are not guaranteed and are based on availability.  
 - Minimum one hour will be charged. Additional time will be billed in half-hour increments.  
 - If Labor order is cancelled within 24 hours of scheduled services, total charges will be assessed.

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

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

Discount deadline:  
July 7, 2025

### Installation

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

### Dismantle

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

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

### Set Up Information for Installation

Please check all that apply and provide information where requested:

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

### Inbound Freight Information

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

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

### Outbound Freight Information

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

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

- Force Freight through EXPO CCI's preferred carrier:
- Send shipment back to EXPO CCI warehouse: (\$50.00 min. fee.)

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

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Show dates:  
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## Floral and Plants Rentals

Discount deadline:  
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### Green Plants in Baskets



| Qty | Size     | Price          |
|-----|----------|----------------|
|     | 5' to 6' | \$ 133.00 each |
|     | 3' to 4' | \$ 99.00 each  |

Amount

### Seasonal Blooming Plant



| Qty | Price         |
|-----|---------------|
|     | \$ 79.50 each |

Amount


### Boston Fern Plant



| Qty | Price         |
|-----|---------------|
|     | \$ 96.50 each |

Amount

### Flower Arrangements



| Qty | Size   | Price          |
|-----|--------|----------------|
|     | Small  | \$ 99.00 each  |
|     | Medium | \$ 133.00 each |
|     | Large  | \$ 168.50 each |

\*For purchase only

Amount

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

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

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

Company Name:

Contact Name:

Signature:

Booth #

Email:

Telephone:

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

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

Discount deadline:  
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## Cleaning Form

PLEASE INDICATE THE SERVICES NEEDED

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

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

### Carpet Vacuuming

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

Specify Dates Needed:

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

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

Specify Dates Needed:

### Exhibit Cleaning

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

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

Specify Dates Needed:

Company Name:

Contact Name:

Email:

Fax:

|            |  |
|------------|--|
| Amount     |  |
| 7% TAX     |  |
| Amount Due |  |

Booth #:

Phone:

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



Discount deadline:  
July 7, 2025

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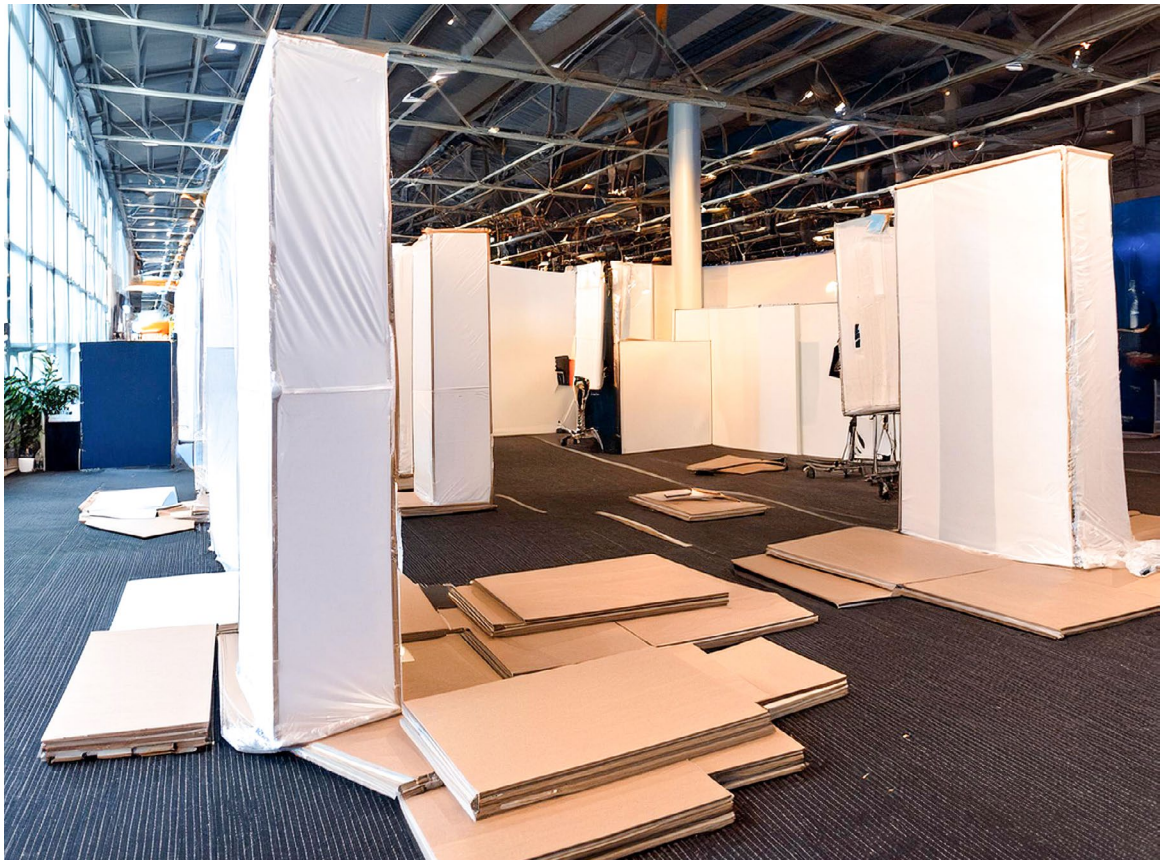
## Booth Disposal

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

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

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

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



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

Company Name:

Booth #:

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

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

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## Non-Official Contractor (EAC)

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

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

### Note:

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

### PLEASE COMPLETE

(Exhibiting Company Name)

(EAC Company Name)

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

Exhibiting Company Name: Booth #:

Address:

City: State: Country: Zip:

Telephone: Fax:

Authorized On-Site Representative: Cell Phone:

(Please Print)

Name of Service Firm:

Address:

Contact Name: Email Address:

Telephone: On-Site Cell Phone:

Authorized On-Site Supervisor:

### Note:

This form must be returned with a valid and current Certificate of Insurance naming EXPO Convention Contractors Inc., Show Management and Show Location from above as "Additionally Insured" by **July 7, 2025**.

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

**Labor Source** EXPO LABOR Local Union Direct Contract

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



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

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

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

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

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

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

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

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

Additionally Insured: Expo Convention Contractors, Inc., South East Florida Apartment Association & Broward County Convention Center

Exhibiting Company Name and Booth #.

**CERTIFICATE HOLDER****CANCELLATION**

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

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

AUTHORIZED REPRESENTATIVE

## Sustainability Awareness

LET'S MAKE OUR IMPACT EVEN GREATER.

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

### Sustainable Dining

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

### Smart Design

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

### Closing the Loop

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

### LET'S REDUCE OUR CARBON FOOTPRINT

### Energy Efficiency

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

NEED  
**A CUSTOM  
BOOTH?**

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NEED  
**SHIPPING  
TO AND FROM  
A TRADESHOW?**



click here

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| Fax: 305-751-1298



**FRIENDLY REMINDER OF OUR SHARED  
RESPONSIBILITY TO PROTECT OUR PLANET.**

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SHIPPING  
TO AND FROM  
A TRADESHOW?



e LOGISTICS

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| Fax: 305-751-1298

## Area Work Rules

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

### *FREIGHT HANDLING*

The Local Union claims jurisdiction over the operation of all mechanized material handling equipment and all unloading and reloading from the loading docks. An Exhibitor may move materials from the designated ground unloading area. Exhibitor is not allowed to use mechanized equipment to move their own freight. (i.e. no forklifts, pallet jacks or etc.) When Exhibitors choose to hand-carry in accordance with the foregoing, they are not permitted access to the loading dock area(s).

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

### *EXHIBIT INSTALLATION AND DISMANTLING*

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

### *GRATUITIES*

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

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

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

### *IN GENERAL*

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

**GO BACK TO TABLE  
OF CONTENTS** ←

## Specialty Furnishings Order Form

*Please complete the following*

| Qty | Item | Description | Pice | Total |
|-----|------|-------------|------|-------|
|     |      |             |      |       |
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*Discount deadline:*  
July 7, 2025

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BOOTH?**

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**NEED  
SHIPPING  
TO AND FROM  
A TRADESHOW?**



click here

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

Check or credit card must accompany order.

25% cancellation fee will be applied if cancelled 7 days prior to event opening.  
100% cancellation fee will be applied if cancelled 3 days prior to delivery.  
All show site orders are subject to a 30% Late Fee.

|            |
|------------|
| Amount     |
| 7% TAX     |
| Amount Due |

## Thank you for your order!

Company Name:

Booth #:

Contact Name:

Email:

Phone #:

Mobile:

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

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

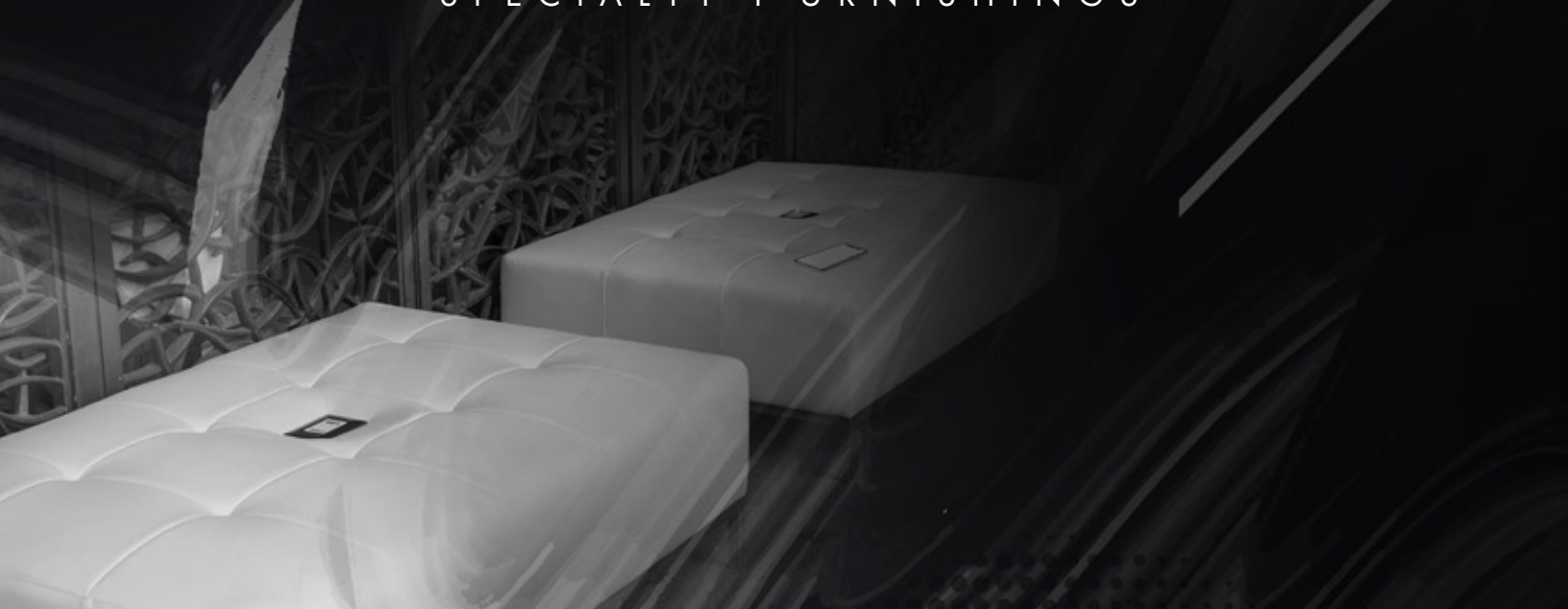


**expo**  
convention  
contractors

furniture rental

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

SPECIALTY FURNISHINGS



## BLANC



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



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



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



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



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

## FUNCTION

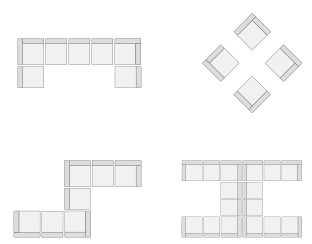
Modular Seating Collection



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



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



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



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



# CONTINENTAL

Modular Seating Collection



## Continental Curved Loveseat

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



## Continental Reverse Curved Loveseat

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



## Continental Wedge Ottoman

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



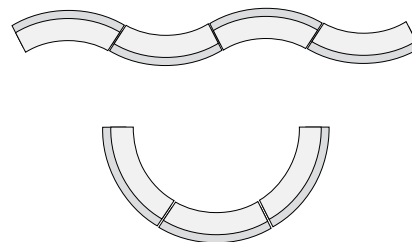
## Continental Curved Bench

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



## Continental Half Moon Ottoman

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



# BOCA

Modular Seating Collection



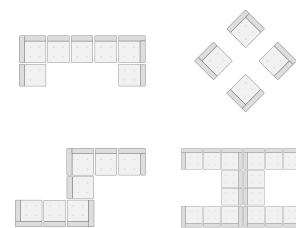
## Boca Corner

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



## Boca Armless

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



## METRO



### Metro Sofa

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



### Metro Loveseat

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



### Metro Chair

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



### Metro Square Ottoman

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



### Metro Bench Ottoman

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

## GRAMMERCY

Modular Seating Collection



### Grammercy Sofa

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



### Grammercy Loveseat

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



### Grammercy Chair

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

## GRAMMERCY



### Grammery Corner

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



### Grammery Round Ottoman

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



### Grammery Square Ottoman

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

## AUBREY



### Aubrey Sofa

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



### Aubrey Chair

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



### Aubrey Bench Ottoman

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

## CHANDLER



### Chandler Sofa

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



### Chandler Loveseat

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



### Chandler Chair

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

## CHANDLER



### Chandler Bench Ottoman

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

## EVOKE



### Evoke Sofa

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



### Evoke Chair

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



### Evoke Cocktail Table

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



### Evoke End Table

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



### Evoke Cube Table

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

## LATITUDE



### Latitude Sofa

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



### Latitude Loveseat

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



### Latitude Chair

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

## VERONA



**Verona Sofa**  
Granite Frame With Light Grey Cushions  
74"W x 38"D x 25"H  
Advance Price: \$ 1,396.00  
Standard Price: \$ 1,815.00



**Verona Chair**  
Granite Frame With Light Grey Cushions  
28"W x 38"D x 25"H  
Advance Price: \$ 721.00  
Standard Price: \$ 937.50



**Verona Ottoman**  
Granite Frame With Light Grey Cushions  
26"W x 21"D x 18"H  
Advance Price: \$ 417.50  
Standard Price: \$ 542.50

## JASPER



**Jasper Sofa**  
Boca Bright White  
64"W x 28"D x 33"H  
Advance Price: \$ 1,091.00  
Standard Price: \$ 1,418.50



**Jasper Chair**  
Boca Bright White  
30"W x 28"D x 33"H  
Advance Price: \$ 707.50  
Standard Price: \$ 920.00

## NIKO



**Niko Sofa**  
Grey Microfiber  
81"W x 30"D x 38"H  
Advance Price: \$ 1,204.50  
Standard Price: \$ 1,565.50



**Niko Loveseat**  
Grey Microfiber  
58"W x 30"D x 38"H  
Advance Price: \$ 1,100.50  
Standard Price: \$ 1,430.50



**Niko Chair**  
Grey Microfiber  
31"W x 30"D x 38"H  
Advance Price: \$ 917.00  
Standard Price: \$ 1,192.00

## CROMWELL



### Cromwell Sofa

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



### Cromwell Chair

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

## STAGE CHAIRS



### Bianca Stage Chair - Frost

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



### Bianca Stage Chair - Onyx

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



### Bianca Stage Chair - Sand

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



### Empire Chair

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



### Monarch Chair

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



### Royce Chair - Mink

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



### Royce Chair - Oyster

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

## OTTOMANS & BENCHES



### Curved Bench

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

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



### Encore Bench

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

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



### Essentials Storage Ottoman

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

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

## BANQUETTES & TURNING BEDS



### Essentials Banquette

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

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



### Grammercy Banquette

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

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



### Essentials Turning Bed

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

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

# CUBE OTTOMANS



## Rubix Cube Ottomans

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

18"Square x 18"H

Advance Price: \$ 204.00

Standard Price: \$ 265.50



## Metro Cube Ottoman

Black Leather  
18"Square x 18"H

Advance Price: \$ 198.50

Standard Price: \$ 258.00



**CHARGED** 



**Essentials Turning Bed - Charged**

Bright White Leather  
 96"W x 48"D x 25"H  
*\*White slip cover available for black charging unit.  
 \*Maximum of 1 bed per power source.*  
**Advance Price:** \$ 1,960.50  
**Standard Price:** \$ 2,548.50



**Boca Corner - Charged**

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



**Boca Chair - Charged**

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



**Aspen Bar Table - Charged**

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



**Aspen Cocktail Table - Charged**

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



**Patrice Table Chair - Charged**

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



**Lincoln Bench - Charged**

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



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

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

# OCCASIONAL TABLES



## Aria Tables - Red

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



## Aria Tables - Green

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



## Aria Tables - Blue

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



## Aria Tables - Purple

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



## Aria Tables - White

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



## Aria Tables - Charcoal

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



## Novel Tables

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



## Fuze Tables

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



## London Tables

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

# OCCASIONAL TABLES



### Hylton Tablet Table

White/Brushed Steel  
18"W x 12"D x 28"H

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



### Gemma Accent Table - Blue Agate

Blue Agate Top/Brass Base  
14"Round x 20"H

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



### Gemma Accent Table - Citrine

Rose Quartz Top/Brass Base  
14"Round x 20"H

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



### Gemma Accent Table - Moonstone

Grey Agate Top/Brass Base  
14"Round x 20"H

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



### Gemma Accent Table - Obsidian

Obsidian Top/Brass Base  
14"Round x 20"H

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



### Brooklyn Tables

End Table Square  
Chrome

Advance Price: \$ 327.00  
Standard Price: \$ 425.00

22"Square x 20"H

End Table Round  
Chrome

Advance Price: \$ 327.00  
Standard Price: \$ 425.00

20"Round x 20"H

Cocktail Table

Rectangle Chrome

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

42"W x 24"D x 16"H

Cocktail Table Round

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

Chrome

30"Round x 16"H



### Cube Tables

■ Black  
□ White

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

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



### Sirona Accent Table

Grey Top/Black Metal Base  
18"W x 12"D x 28"H

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



### Orbit End Table

White/Powder-Coated Aluminum  
16"Round x 19"H

Advance Price: \$ 265.00  
Standard Price: \$ 344.00

# BARS & BAR BACKS



### VIP Glow Bar 6'

Frosted Plexi With Built-in Wireless LED Kit  
 72"W x 24"D x 42"H (Bar)  
 13"D x 18"H (Shelf)  
 Includes Remote Control  
**Advance Price:** \$ 1,286.50  
**Standard Price:** \$ 1,672.50



### VIP Glow Bar 4'

Frosted Plexi With Built-in Wireless LED Kit  
 48"W x 24"D x 42"H (Bar)  
 13"D x 18"H (Shelf)  
 Includes Remote Control  
**Advance Price:** \$ 1,084.00  
**Standard Price:** \$ 1,409.50



### Bar

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



### Blox Bar Back

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



### Piazza Bar Back

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



### Elara Bar

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



### Razor Bar

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

# STOOLS



**Criss Cross Bar Stool**

- Espresso Leather
- White Leather

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



**Colin Stool**

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



**Euro Bar Stool**

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



**Milo Bar Stool**

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

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



**Hourglass Bar Stool**

- Black
- White

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



**Equino Stool**

- Black
- White

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



**Clara Stool**

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

## STOOLS



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



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



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



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

## CAFÉ CHAIRS



**Milo Chair**

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

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

# CAFÉ CHAIRS



**Clara Chair**  
 White  
 18"W x 21"D x 35"H  
 Advance Price: \$ 223.00  
 Standard Price: \$ 290.00



**Leslie Chair**  
 White  
 17"W x 21"D x 31"H  
 Advance Price: \$ 178.50  
 Standard Price: \$ 232.00



**Criss Cross Chair**  
 ■ Espresso Leather  
 □ White Leather  
 17"W x 21"D x 35"H  
 Advance Price: \$ 223.00  
 Standard Price: \$ 290.00



**Elio Chair**  
 Steel  
 17"Square x 33"H  
 Advance Price: \$ 198.50  
 Standard Price: \$ 258.00



**Caprice Chair**  
 Black  
 25"W x 24"D x 32"H  
 Advance Price: \$ 198.50  
 Standard Price: \$ 258.00



**Comet Chair**  
 Black  
 23"W x 22"D x 32"H (With Arms)  
 Advance Price: \$ 271.50  
 Standard Price: \$ 353.00  
 19"W x 22"D x 32"H (Without Arms)  
 Advance Price: \$ 252.50  
 Standard Price: \$ 328.50



**Sonic Chair**  
 Black  
 20"W x 21"D x 32"H  
 Advance Price: \$ 198.50  
 Standard Price: \$ 258.00



**Nexus Chair**  
 White  
 19"W x 22"D x 32"H  
 Advance Price: \$ 236.50  
 Standard Price: \$ 307.50



**Colin Chair**  
 Natural Maple  
 22"W x 19"D x 33"H  
 Advance Price: \$ 198.50  
 Standard Price: \$ 258.00

## BAR TABLES



### 24" Square Bar Table - Cosmo

Available in Black or Chrome Base

24"Square x 42"H

Advance Price: \$ 373.00

Standard Price:\$ 484.50



### 24" Square Bar Table - Emerald Tide

Available in Black or Chrome Base

24"Square x 42"H

Advance Price: \$ 373.00

Standard Price:\$ 484.50



### 24" Square Bar Table - Icebreaker

Available in Black or Chrome Base

24"Square x 42"H

Advance Price: \$ 373.00

Standard Price:\$ 484.50



### 24" Square Bar Table - Sirona

Available in Black or Chrome Base

24"Square x 42"H

Advance Price: \$ 373.00

Standard Price:\$ 484.50



### 32" Round Bar Table - Cement

Available in Black or Chrome Base

32"Round x 42"H

Advance Price: \$ 502.50

Standard Price:\$ 653.00



### 32" Round Bar Table - Yukon Gold

Available in Black or Chrome Base

32"Round x 42"H

Advance Price: \$ 502.50

Standard Price:\$ 653.00



### 32" Round Bar Table - Smoke

Available in Black or Chrome Base

32"Round x 42"H

Advance Price: \$ 502.50

Standard Price:\$ 653.00



### Euro Bar Table

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

Advance Price: \$ 354.00

Standard Price:\$ 460.00

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

Advance Price: \$ 363.50

Standard Price:\$ 472.50



### Silk Bar Table

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

Advance Price: \$ 354.00

Standard Price:\$ 460.00

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

Advance Price: \$ 363.50

Standard Price:\$ 472.50



# BAR TABLES



### City Bar Table

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

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

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

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



### Park Ave Bar Table

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

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

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

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



### Summit Bar Table

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

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

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

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



### Blanco Bar Table

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

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

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

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



### Fuze Bar Table

Zebrawood Laminate/Chrome  
36"Square x 42"H

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



### Blanco Square Bar Table

White/Chrome  
24"Square x 42"H

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



### Blanco Rectangle Bar Table

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

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



### Spectrum Bar Table - Red

Red/Chrome  
24"Square x 42"H

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



### Spectrum Bar Table - Blue

Blue/Chrome  
24"Square x 42"H

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

## BAR TABLES



### Spectrum Bar Table - Purple

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



### Spectrum Bar Table - Green

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



### Aspen Bar Table

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

## CAFÉ TABLES



### 24" Square Café Table - Cosmo

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



### 24" Square Café Table - Emerald Tide

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



### 24" Square Café Table - Icebreaker

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



### 24" Square Café Table - Sirona

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



### 32" Round Café Table - Cement

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



### 32" Round Café Table - Yukon Gold

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

# CAFÉ TABLES



## 32" Round Café Table - Smoke

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

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



## Euro Café Table

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

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

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

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



## Silk Café Table

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

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

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

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



## Park Ave Café Table

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

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

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

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



## City Café Table

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

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

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

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



## Blanco Café Table

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

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

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

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



## Summit Café Table

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

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

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

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



## Fuze Café Table

Zebrawood Laminate/Chrome  
36"Square x 30"H

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



## Blanco Square Café Table

White/Chrome  
24"Square x 30"H

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

# CAFÉ TABLES



**Blanco Rectangle Café Table**

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

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



**Spectrum Café Table - Red**

Red/Chrome  
24"Square x 30"H

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



**Spectrum Café Table - Blue**

Blue/Chrome  
24"Square x 30"H

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



**Spectrum Café Table - Purple**

Purple/Chrome  
24"Square x 30"H

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



**Spectrum Café Table - Green**

Green/Chrome  
24"Square x 30"H

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



**Aspen Dining Table**

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

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



**Encore Dining Table**

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

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



**Madera Dining Table**

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

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

# OFFICE SEATING



### Tamiri High Back Chair

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

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



### Tamiri Mid Back Chair

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

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



### Tamiri Guest Chair

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

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



### Accord Chair

- Black
- White

25"Square x 44"H

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



### Goal Task Chair

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

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



### Goal Task Chair - Armless

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

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



### Goal Drafting Stool

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

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



### Goal Drafting Stool - Armless

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

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



### Rimati Hi-Back Chair - White

- Black
- White

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

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



### Rimati Guest Chair - Black

- Black
- White

27"W x 25"D x 40"H

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

# CONFERENCE TABLES



**Conference Table Round**

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

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



**Command 6' Conference Table**

- Black
- Sirona
- White

72"W x 36"D x 31"H

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



**Command 8' Conference Table**

- Black
- Sirona
- White

96"W x 48"D x 31"H

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



**Command 10' Conference Table**

- Black
- Sirona
- White

120"W x 48"D x 31"H

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

# OFFICE FURNITURE



**Computer Kiosk**

- Black
- White

24"Square x 42"H

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



**Storage Credenza**

- Black
- Mahogany

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

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



**Jr Executive Desk**

- Black
- Mahogany

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

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

# OFFICE FURNITURE

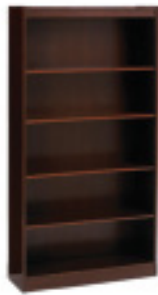


### Executive Desk

- Black
- Mahogany

Double Pedestal/Locking Drawers  
72"W x 36"D x 29"H

Advance Price: \$ 769.50  
Standard Price: \$ 1,000.50



### 5-Shelf Bookcase

- Black
- Mahogany

36"W x 12"D x 72"H

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



### Brooklyn Rectangle Dining Table

Clear Glass/Chrome  
60"W x 36"D x 30"H

Advance Price: \$ 724.00  
Standard Price: \$ 940.50



### Brooklyn Round Dining Table

Clear Glass/Chrome  
42"Round x 30"H

Advance Price: \$ 567.00  
Standard Price: \$ 737.50



### Aspen Dining Table

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

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

# METAL FILE & STORAGE CABINETS



### 2-Drawer File

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



### 4-Drawer File

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



### 2-Drawer Lateral File

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



### 4-Drawer Lateral File

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



### Storage Cabinet

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



# PEDESTALS



## 42" Display Pedestals

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



## 36" Display Pedestals

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



## 30" Display Pedestals

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



## Locking Pedestal

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



## Fuze Pedestal

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



## London Pedestal

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

# MISCELLANEOUS ITEMS



### Stanchion

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

### Stanchion Rope

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



### Nero Literature Rack

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

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



### Argento Literature Rack

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

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



### Alto Literature Rack

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

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



### Compact Refrigerator

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

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

# LIGHTING



### Silo Grey Lamps

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

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



### Silo White Lamps

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

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



### Neutrino Floor Lamp

Steel  
 67"H

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