

SHOW FACTS

Home Show at Harbor Yard Arena at Harbor Yard, Bridgeport, CT January 29-30, 2011

Home Show at Harbor Yard, January 29-30, 2011, Arena at Harbor Yard, Bridgeport, CT

BOOTH EQUIPMENT

Each booth space is 10'(deep)x10'(wide) with 8' high back drape, 3' high side drape, and 1-7"x44" ID sign

EXHIBIT HALL CARPET

Show Management is carpeting the aisles only.

DISCOUNT PRICES

In order to receive discount rates listed on price sheet , we must receive your order by Monday, September 27, 2010.

SHOW SCHEDULE

Show Hours

Saturday, January 29, 2011 11am -7pm

Sunday, January 30, 2011 10am- 5pm

Dismantle

Sunday, January 30, 2011 from 5:00pm-10:00pm.



CREDIT CARD AUTHORIZATION

To have orders charged to a Credit Card Account, please complete the information requested below and return this form with your order(s). Credit Card orders are subject to credit approval. Event site balances or charges for outstanding labor or miscellaneous items not previously paid will be charged to your Credit Card Account.

=====

CREDIT CARD: VISA MasterCard AMEX

ACCOUNT NUMBER: _____

EXPIRATION DATE: _____

SECURITY CODE (Visa/ Master Card 3 digit # on back, Amex 4 digit # on front): _____

CARDHOLDER'S NAME: _____

CARDHOLDER'S SIGNATURE: _____ **DATE:** _____

=====

Company Name: _____ Booth #: _____

Address: _____ Authorized by: _____

City/State/Zip: _____ Signature: _____

Phone: _____ Fax: _____ Date: _____

Email Address: _____

=====

CREDIT AND PAYMENT POLICY

In addition to cash, company check or money order, VISA, MasterCard, and AMEX are accepted. The Credit Card Authorization section above must be completed and accompany all credit card orders. Please notify your company representative of the following:

- All orders must be paid in full and/or credit card authorization (above) be on file with your order(s) before any services are rendered. There will be no invoicing; purchase orders are not a form of payment.
- Payment for orders mailed to Demers in advance can be made by company check, money order, or credit card.
- Event site orders can be paid by cash or charged to a credit card account.
- International exhibitors must prepay all services in American funds.
- Items ordered, delivered to booth, then canceled, will not be refunded.
- Other refund requests will not be considered unless Exhibitor makes request of Demers prior to the close of the event.
- By submitting this credit card authorization you knowingly authorize Demers to Charge your credit card for any service rendered under the terms and conditions stated in the exhibitor kit. You also knowingly authorize your show site representative to sign for charges on your behalf.
- Exhibitor is responsible for cost of repair or replacement if equipment is lost, damaged or stolen while being rented.
- If a receipt for charges is required, please provide a self-addressed, stamped envelope with your order(s).

PAYMENT MUST BE INCLUDED WITH ALL ORDERS



Home Show at Harbor Yard, January 29-30, 2011, Arena at Harbor Yard, Bridgeport, CT

SHOW SPECIAL

A show special which includes the following Equipment:

- One (1) 9'x10' carpet
- One (1) 6' skirted table
- Two (2) Folding Chairs
- One (1) Waste Basket

Is available at a price of \$229. That is a **10% saving** off advanced pricing.



- ORDER SUMMARY -

Subtotal: \$ _____

6% CT Sales Tax: \$ _____

Total Due: \$ _____

Payment Enclosed:
 Company Check Credit Card Authorization Money Order

Advance price deadline: January 21, 2011 *Floor prices apply after this date.*
All items are for rental for the duration of the show only. Items ordered, delivered to booth, then canceled, will not be refunded.
Other refund requests will not be considered unless Exhibitor makes request of Demers prior to the close of the show.
Exhibitor is responsible for cost of repair or replacement if equipment is lost, damaged or stolen while being rented.

Company: _____
 Address: _____
 City/State/Zip: _____
 Authorized by: _____
 Signature: _____
 E-mail: _____

Booth #: _____
 Ordered by: _____
 Phone: _____
 Fax: _____
 Date: _____

Home Show at Harbor Yard, January 29-30, 2011, Arena at Harbor Yard, Bridgeport, CT



STANDARD FURNISHINGS

Home Show at Harbor Yard, January 29-30, 2011, Arena at Harbor Yard, Bridgeport, CT

| CARPETING | | | | |
|-----------|-----------------|---------|--------|----------|
| QTY | Carpet Size | Advance | Floor | Subtotal |
| | 9' x 10' Carpet | 125.00 | 155.00 | |
| | 9' x 20' Carpet | 220.00 | 306.00 | |
| | 9' x 30' Carpet | 330.00 | 430.00 | |
| | 9' x 40' Carpet | 410.00 | 530.00 | |

Carpet Color: Gray Blue Red Burgundy Emerald Green

| SPECIAL CUT CARPETING Includes Taping | | | | |
|--|--|--|--|--|
| Booth Size: _____ ft. x _____ ft. = _____ sq. ft. x \$1.35 = _____ | | | | |

| CARPET PADDING | | | | |
|--|--|--|--|--|
| Booth Size: _____ ft. x _____ ft. = _____ sq. ft. x 1.05 = _____ | | | | |

| DRAPED TABLES | | | | |
|--|--------------------|---------|--------|----------|
| Drape Color: Gray Blue Red Black White Green Burgundy | | | | |
| QTY | Table Size | Advance | Floor | Subtotal |
| | 2' x 4' x 30" high | 75.00 | 84.00 | |
| | 2' x 6' x 30" high | 89.00 | 97.00 | |
| | 2' x 8' x 30" high | 91.00 | 105.00 | |
| | 2' x 4' x 40" high | 80.00 | 95.00 | |
| | 2' x 6' x 40" high | 96.00 | 116.00 | |
| | 2' x 8' x 40" high | 110.00 | 129.00 | |

| UNDRAPED TABLES | | | | |
|-----------------|--------------------|---------|-------|----------|
| QTY | Table Size | Advance | Floor | Subtotal |
| | 2' x 4' x 30" high | 40.00 | 45.00 | |
| | 2' x 6' x 30" high | 45.00 | 51.00 | |
| | 2' x 8' x 30" high | 50.00 | 58.00 | |
| | 2' x 4' x 40" high | 45.00 | 53.00 | |
| | 2' x 6' x 40" high | 51.00 | 61.00 | |
| | 2' x 8' x 40" high | 56.00 | 73.00 | |

| WOOD TABLE RISERS | | | | |
|-------------------|-------------------|---------|-------|----------|
| QTY | Riser Size | Advance | Floor | Subtotal |
| | 4' x 10" undraped | 35.00 | 55.00 | |
| | 6' x 10" undraped | 45.00 | 65.00 | |
| | 4' x 10" draped | 45.00 | 65.00 | |
| | 6' x 10" draped | 55.00 | 75.00 | |

Drape Color: Gray Blue Red Black White Green Burgundy

Advance price deadline: January 21, 2011 Floor prices apply after this date.

All items are for rental for the duration of the show only. Items ordered, delivered to booth, then canceled, will not be refunded.

Other refund requests will not be considered unless Exhibitor makes request of Demers prior to the close of the show.

Exhibitor is responsible for cost of repair or replacement if equipment is lost, damaged or stolen while being rented.

| CHAIRS | | | |
|--------|-----------------------|---------|-------|
| QTY | Chair | Advance | Floor |
| | Upholstered arm chair | 40.00 | 55.00 |
| | Padded side chair | 35.00 | 50.00 |
| | Tubular folding chair | 15.00 | 20.00 |
| | Upholstered bar stool | 44.00 | 64.00 |

| SPECIAL DRAPERY/SKIRTING | | | |
|--------------------------|---------------------------------|---------|-------|
| QTY | Item | Advance | Floor |
| | 8' high drapery per linear foot | 6.50 | 9.70 |
| | 3' high drapery per linear foot | 4.00 | 6.00 |
| | 13'-long table skirting | 45.00 | 55.00 |

Color: Gray Blue Red Black White Green Burgundy
Circle choice

| ACCESSORIES | | | |
|-------------|---------------------------------------|---------|--------|
| QTY | Item | Advance | Floor |
| | Aluminum Rail/linear foot | 3.00 | 4.00 |
| | Clothes Tree | 35.00 | 55.00 |
| | Easel (Tripod Display) | 22.00 | 35.00 |
| | Garment Rack | 40.00 | 55.00 |
| | Panelboard (4' x 8') | 225.00 | 275.00 |
| | Pegboard (4' x 8' White) | 225.00 | 275.00 |
| | Stage (4' x 4' all heights up to 36") | 65.00 | 75.00 |
| | Stage (4' x 4' w/carpet & skirt) | 85.00 | 95.00 |
| | Stanchion Post (Chrome) | 35.00 | 45.00 |
| | Stanchion Cord/linear foot | 4.00 | 6.00 |
| | Waste Basket | 10.00 | 15.00 |

- ORDER SUMMARY -

Subtotal: \$ _____

6% CTSales Tax: \$ _____

Total Due: \$ _____

Payment Enclosed:

Company Check Credit Card Authorization Money Order

Company: _____
 Address: _____
 City/State/Zip: _____
 Authorized by: _____
 Signature: _____
 E-mail: _____

Booth #: _____
 Ordered by: _____
 Phone: _____
 Fax: _____
 Date: _____

DES-DEMERS EXPOSITION SERVICES, INC. - 180 Johnson Street – Middletown, CT 06457
 860.344.9919 – Fax 860.344.9878
 www.demersexpo.com



CUSTOM BOOTH RENTAL



This custom booth rental package includes: Three (3) full grey backwall panels (8 or 10 linear feet total); two (2) full grey sidewall panels (3 linear feet); brushed aluminum trim; one (1) 9' x 10' booth carpet (indicate color choice below); one (1) 30" high draped table (indicate table length and skirt color below); one (1) padded chair; one (1) waste basket; one (1) Company I.D. Sign (indicate I.D. sign letter color and text below- e-mail logo to info@demersexpo.com); show site delivery, setup and dismantling. Quantities are limited and are available on a first-come, first-served basis. This special booth package cannot be ordered at the show site.

Please circle your choices for the following items:

| | | | | | | | | |
|-----------------------------|-----|------|-------|----------|-------|-------|-------|--|
| 9' x 10' Carpet Color: | Red | Blue | Gray | Burgundy | | | | |
| Table Length: | 4' | 6' | 8' | | | | | |
| Table Skirt Color: | Red | Blue | Gray | Burgundy | White | Green | Black | |
| I.D. Sign Letter Color (1): | Red | Blue | Black | | | | | |

I.D. Sign Text (or email logo to info@demersexpo.com): _____

- ORDER SUMMARY -

CUSTOM BOOTH RENTAL PACKAGES _____ x \$675.00 each: \$ _____

10% Discount (two or more units): \$ _____

Subtotal: \$ _____

6% CT Sales Tax: \$ _____

Total Due: \$ _____

Payment Enclosed: Company Check Credit Card Authorization Money Order

Order deadline: January 21, 2011.

Company: _____
 Address: _____
 City/State/Zip: _____
 Authorized by: _____
 Signature: _____
 E-mail: _____

Booth #: _____
 Ordered by: _____
 Phone: _____
 Fax: _____
 Date: _____

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SIGN ORDER FORM

- Custom Orders *Prices listed are for one color copy on white card stock.*

| | Advance Price | After 1/21/11 | QUANTITY | | Color Ink | Total Price |
|---------------------|---------------|---------------|------------|----------|-----------|-------------|
| | | | Horizontal | Vertical | | |
| 7" x 11" | 26.00 | 30.00 | | | | |
| 7" x 11" Easelback | 30.00 | 37.00 | | | | |
| 7" x 44" | 30.00 | 37.00 | | | | |
| 7" x 44" Easelback | 35.00 | 42.00 | | | | |
| 11" x 14" | 36.00 | 41.00 | | | | |
| 11" x 14" Easelback | 40.00 | 45.00 | | | | |
| 14" x 22" | 42.00 | 49.00 | | | | |
| 14" x 22" Easelback | 47.00 | 54.00 | | | | |
| 22" x 28" | 60.00 | 66.00 | | | | |
| 22" x 28" Easelback | 65.00 | 73.00 | | | | |
| 28" x 44" | 70.00 | 75.00 | | | | |
| 28" x 44" Easelback | 77.00 | 83.00 | | | | |

Sign copy (up to 20 words):

Signs over 20 words add \$2.00 extra per letter:

Please contact our office for pricing on reproduction of any of the following:
 _____ emblems _____ logos _____ trademarks _____ signs not listed above

Our full service Graphics Department can assist you with all of your visual needs to make your exhibit or booth stand out from the crowd! Call us or e-mail us at info@demersexpo.com with your ideas and needs and we'll be happy to work with you!

-- ORDER SUMMARY --

Subtotal: \$ _____
 6% CT Sales Tax: \$ _____
Total Due: \$ _____

Payment Enclosed: Company Check Credit Card Authorization Money Order

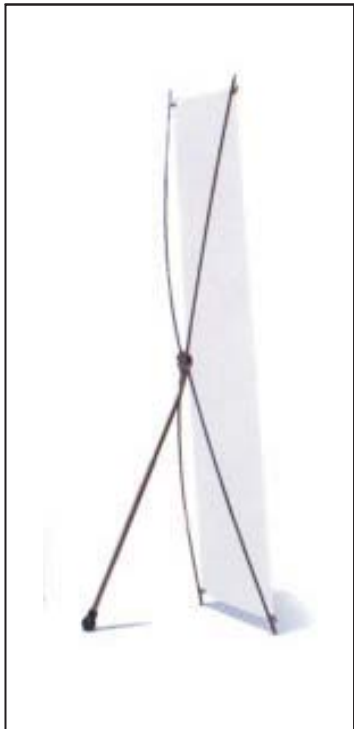
For advance pricing, payment must be received with your order by: *January 21, 2011.*

| | |
|-----------------------|-------------------|
| Company Name: _____ | Booth #: _____ |
| Address: _____ | Ordered by: _____ |
| City/State/Zip: _____ | Phone: _____ |
| Authorized By: _____ | FAX: _____ |
| Signature: _____ | Date: _____ |

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X-BANNER STAND



X-Banner Stand

Size: 24"x71"

Stand Only:\$175.00

Stand with 24"x71"
graphic: \$225.00

- ORDER SUMMARY -

Subtotal: \$ _____
6% CT Sales Tax: \$ _____
Total Due: \$ _____

Payment Enclosed:

Company Check Credit Card Authorization Money Order

Company: _____
Address: _____
City/State/Zip: _____
Authorized by: _____
Signature: _____

Booth _____
Ordered by: _____
Phone: _____
FAX: _____
Date: _____

ABOVE PRICES ARE FOR CMYK OUTPUT OF YOUR SUPPLIED, READY-TO-PRINT COMPUTER ARTWORK. ANY ADDITIONAL COMPUTER TIME REQUIRED TO CORRECT, COMPLETE OR OTHERWISE MANIPULATE SUPPLIED ARTWORK WILL BE CHARGED AT OUR CURRENT HOURLY RATE. ALL FILES ARE CONVERTED TO CMYK AT THE TIME OF PRINTING AND MAY VARY SIGNIFICANTLY FROM SCREEN REPRESENTATIONS ON YOUR COMPUTER OR FROM YOUR LOCAL PRINTER'S OUTPUT. ANY CRITICAL COLORS SHOULD BE NOTED ON A FULL COLOR HARD COPY SUPPLIED WITH THE ARTWORK. COLOR PROOFS FROM OUR PRINTERS MAY BE PURCHASED IF REQUIRED. EXACT COLOR MATCHES ARE NOT QUARUNTEED.

be sure that any bit mapped graphics have enough resolution so that when they are blown up to full size they will be at 100 Dots Per Inch(100DPI) resolution.

Acceptable file formats .jpg, .eps, .pdf, .tiff

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DES-DEMERS EXPOSITION SERVICES, INC. - 180 Johnson Street – Middletown, CT 06457
860.344.9919 – Fax 860.344.9878
www.demersexpo.com



MATERIAL HANDLING ORDER FORM

Materials can be shipped in advance to Demers Warehouse or directly to the Show site. Exhibitor is responsible for making prepaid inbound and outbound shipping arrangements; collect shipments or shipments billed to Demers will not be accepted. All shipments must be consigned to Demers and material handling services prepaid. Demers material handling services include receiving shipments, providing delivery to booth, storage of empty packing materials, and return of outbound shipments to The Show site's loading dock.

ADVANCE SHIPPING ADDRESS
Please use enclosed labels on all pieces

TO: (Name of Exhibitor & Booth Number)
FOR: Home Show at Harbor Yard
 c/o Demers Exposition Services, Inc.
 180 Johnson Street
 Middletown, CT 06457

Demers Warehouse will receive crated shipments and provide up to 30 days storage prior to the event. Uncrated shipments or loose materials will not be received at Demers Warehouse. Shipments can be received weekdays (excluding Holidays) 8:30 a.m.-3:30 p.m. **Deadline: January 21, 2011**
Rate: \$50.00 per cwt (100 lbs.) per shipment; weights are rounded to the next 100 lbs.; minimum charge 2 cwt per shipment.
Special: Any Material with Dimensions in excess of 86" x 96" will be assessed a 75% special handling fee.
Overtime: Includes all applicable overtime charges
Late Shipments: Demers reserves the right to accept or refuse shipments arriving at Demers Warehouse after the deadline referenced above. If accepted, exhibitor will be charged an additional \$10.00 per cwt, \$70.00 minimum. Shipment Received without payment will be accessed late charge.

DIRECT SHIPPING ADDRESS – TO EVENT SITE
Please use enclosed labels on all pieces

TO: (Name of Exhibitor & Booth Number)
FOR: Home Show at Harbor Yard
 c/o Demers Exposition Services, Inc.
 Arena at Harbor Yard
 10 Park City Plaza
 Bridgeport, CT 06604

Demers will receive UPS, FEDEX, Airborne and U.S. Postal Service shipments at the event site on move-in day(s) only. Arrival at any time other than exhibitor move-in day(s) will be refused.
Rate: \$55.00 per cwt (100 lbs.) per shipment; weights are rounded to the next 100 lbs.; minimum charge 2 cwt per shipment.
Overtime: Rates include all applicable overtime charges

DIRECT SHIPMENTS: Direct shipment will only be accepted at the Arena at Harbor Yard on January 28, 2011. Shipments received at the Arena at Harbor Yard prior to January 28, 2011 will be refused.

Outbound Shipments: Exhibitors who have freight going outbound after the event *must* present a bill of lading at Demers Service Desk at the event site. Exhibitor's Freight Carrier must check into The Arena at Harbor Yard by 6pm on Jan. 30, 2011 for outbound shipments. Any freight left on show floor will be forwarded by Yellow Freight or freight company chosen by DES.

PLEASE COMPLETE THE FOLLOWING:

| | CARRIER | # PIECES | SHIPMENT WEIGHT | x RATE per 100 lbs.* | MINIMUM CHARGE/SHIPMENT* | ESTIMATED CHARGES |
|------------|---------|----------|-----------------|----------------------|--------------------------|-------------------|
| SHIPMENT 1 | | | lbs. | \$50.00 or \$55.00 | \$100.00 or \$110.00 | \$ |
| SHIPMENT 2 | | | lbs. | \$50.00 or \$55.00 | \$100.00 or \$110.00 | \$ |
| SHIPMENT 3 | | | lbs. | \$50.00 or \$55.00 | \$100.00 or \$110.00 | \$ |
| SHIPMENT 4 | | | lbs. | \$50.00 or \$55.00 | \$100.00 or \$110.00 | \$ |

| | | | |
|--|--------------------------------|-----------------|----|
| LATE SHIPMENT(s) to DES Warehouse | \$ 10.00/cwt | \$70.00 minimum | \$ |
| | | 6% CT Sales Tax | \$ |
| | TOTAL ESTIMATED CHARGES | | \$ |

Payment Enclosed: Company Check Credit Card Authorization Money Order

Total due must be paid before material handling services are provided.

If a statement is required, please include a self-addressed, stamped envelope with your order(s).

Company Name: _____ Booth #(s): _____
 Address: _____ Ordered By: _____
 City/State/Zip: _____ Phone: _____
 Authorized by: _____ FAX: _____
 Signature: _____ Date: _____

Home Show at Harbor Yard, January 29-30, 2011, Arena at Harbor Yard, Bridgeport, CT



SHIPPING LABELS

PLEASE USE LABEL BELOW FOR ADVANCE SHIPMENTS

RUSH! **DES FREIGHT**

TO: _____
 EXHIBITING COMPANY
Home Show at Harbor Yard

 BOOTH NUMBER(s)
c/o Demers Exposition Services, Inc.
 180 Johnson Street
 Middletown, CT 06457

Carrier _____
 Number _____ of _____ pieces



Home show Harbor Yard 10/10

PLEASE USE LABEL BELOW FOR DIRECT SHIPMENTS

RUSH! **DES FREIGHT**

TO: _____
 EXHIBITING COMPANY
Home Show at Harbor Yard

 BOOTH NUMBER(s)
c/o Demers Exposition Services, Inc.
 Arena at Harbor Yard
 10 Park City Plaza
 Bridgeport , CT 06604

Carrier _____
 Number _____ of _____ pieces



Home show Harbor Yard 10/10

PLEASE USE LABEL BELOW FOR ADVANCE SHIPMENTS

RUSH! **DES FREIGHT**

TO: _____
 EXHIBITING COMPANY
Home Show at Harbor Yard

 BOOTH NUMBER(s)
c/o Demers Exposition Services, Inc.
 180 Johnson Street
 Middletown, CT 06457

Carrier _____
 Number _____ of _____ pieces



Home show Harbor Yard 10/10

PLEASE USE LABEL BELOW FOR DIRECT SHIPMENTS

RUSH! **DES FREIGHT**

TO: _____
 EXHIBITING COMPANY
Home Show at Harbor Yard

 BOOTH NUMBER(s)
c/o Demers Exposition Services, Inc.
 Arena at Harbor Yard
 10 Park City Plaza
 Bridgeport , CT 06604

Carrier _____
 Number _____ of _____ pieces



Home show Harbor Yard 10/10

Home Show at Harbor Yard, January 29-30, 2011, Arena at Harbor Yard, Bridgeport, CT



LIABILITY AND INSURANCE BULLETIN

Home Show at Harbor Yard, January 29-30, 2011, Arena at Harbor Yard, Bridgeport, CT

DEMERS EXPOSITION SERVICES, INC. shall not be responsible for damage to uncrated materials, improperly packed materials, or concealed damage.

DEMERS EXPOSITION SERVICES, INC. shall not be responsible for loss, theft or disappearance of exhibitor's materials after same have been delivered to exhibitor's booth.

DEMERS EXPOSITION SERVICES, INC. shall not be responsible for loss, theft or disappearance of materials before they are picked up from exhibitor's booth for reloading after the event. Bills of lading covering outgoing shipments which are furnished to DEMERS EXPOSITION SERVICES, INC. by exhibitors will be checked at time of our actual pick-up from booth and corrections made where discrepancies occur.

DEMERS EXPOSITION SERVICES, INC. shall not be responsible for loss, damage or delay due to fire, acts of God, strikes, lockouts or work stoppages of any kind, or to any causes beyond its control.

DEMERS EXPOSITION SERVICES, INC.'s liability shall be limited to physical loss or damage to the specific article which is lost or damaged, and in any event, DEMERS EXPOSITION SERVICES, INC.'s liability shall be limited to \$0.30 per pound.

DEMERS EXPOSITION SERVICES, INC. shall not be liable to any extent whatsoever for any actual, potential or assumed loss of profits or revenues, or for any collateral costs which may result from any loss or damage to an exhibitor's materials which may make it impossible to exhibit same.

The consignment or delivery of a shipment to DEMERS EXPOSITION SERVICES, INC. by an exhibitor, or by any other shipper on behalf of the exhibitor, shall be construed as an acceptance by such exhibitor (and/or other shipper) of the terms and conditions set forth in this bulletin.

EXHIBITORS REQUIRING ADDITIONAL INSURANCE COVERAGE SHOULD ARRANGE TO PLACE SAME THROUGH THEIR AGENT OR BROKER.

LABOR ORDER FORM

Labor

These craftsmen crate and uncrate materials, set up and dismantle exhibits
 STRAIGHT TIME 8:00am to 4:30pm, Monday through Friday
 OVERTIME 4:30pm to 8:00am, Monday through Friday, weekends
 DOUBLE TIME Holidays

| Rates: per person/per hour | |
|-----------------------------------|----------------|
| Discount Price | Showsite Price |
| \$78.00 | \$98.00 |
| \$98.00 | \$104.00 |
| \$105.00 | \$125.00 |

Start time guaranteed only when labor is requested for the start of the working day.
 Labor must be cancelled in writing, 24 hours in advance to avoid labor charges. One hour minimum per laborer.

INSTALLATION LABOR

- **Demers Exposition Supervised Labor** – Key Information Form must be completed and returned with this order form.
 Installation of your exhibit will be completed at our discretion prior to show opening.
 The charge for this service is 30% of the total installation labor bill, or a minimum of \$60.00.
 Emergency Contact: _____ Phone #: _____

- **Exhibitor Supervised Labor** – Supervisor must check in at Demers Service Desk to pick up labor.
 Supervisor Name: _____ Phone #: _____

| Date | Start Time | No. of People | Approx. Hrs Per Person | Total Hrs. | Hourly Rate | Estimated Total Cost |
|--------------------------------|------------|---------------|------------------------|------------|-------------|----------------------|
| _____ | _____ | _____ x | _____ | = _____ | @ \$ _____ | = \$ _____ |
| _____ | _____ | _____ x | _____ | = _____ | @ \$ _____ | = \$ _____ |
| DEMERS Supervision (30%/60.00) | | | | | | = \$ _____ |
| 6% CT Tax | | | | | | = \$ _____ |
| \$ Installation Total | | | | | | = \$ _____ |

DISMANTLE LABOR

- **Demers Exposition Supervised Labor** – Key Information Form must be completed and returned with this order form.
 Demers Exposition will not be responsible for product or literature that is not properly packed and labeled by exhibitor.
 The charge for this service is 30% of the total dismantle labor bill, or a minimum of \$60.00.
 Emergency Contact: _____ Phone #: _____

- **Exhibitor Supervised Labor** – Supervisor must check in at Demers Service Desk to pick up labor.
 Supervisor Name: _____ Phone #: _____

| Date | Start Time | No. of People | Approx. Hrs Per Person | Total Hrs. | Hourly Rate | Estimated Total Cost |
|--------------------------------|------------|---------------|------------------------|------------|-------------|----------------------|
| _____ | _____ | _____ x | _____ | = _____ | @ \$ _____ | = \$ _____ |
| _____ | _____ | _____ x | _____ | = _____ | @ \$ _____ | = \$ _____ |
| DEMERS Supervision (30%/60.00) | | | | | | = \$ _____ |
| 6% CT Tax | | | | | | = \$ _____ |
| \$ Installation Total | | | | | | = \$ _____ |

| | |
|-----------------------|-------------------|
| Company: _____ | Booth #: _____ |
| Address: _____ | Ordered by: _____ |
| City/State/Zip: _____ | Phone: _____ |
| Authorized by: _____ | Fax: _____ |
| Signature: _____ | Date: _____ |
| E-mail: _____ | |

Home Show at Harbor Yard, January 29-30, 2011, Arena at Harbor Yard, Bridgeport, CT



IN BOOTH FORK LIFT

To determine if you need in-booth forklift and labor, please read this form carefully. This service can not be used in lieu of material Handling Service.

- In-booth forklift and labor may be required to assemble displays or when uncrating, positioning, and re-skidding equipment or machinery.
- A forklift is required for moving equipment and materials weighing 200 pounds or more.
- If you require a forklift, a crew will be assigned consisting of a forklift with an operator and assistant.

IN-BOOTH FORKLIFT & LABOR

| | | <u>DISCOUNT PRICE</u> | | <u>SHOWSITE PRICE</u> | |
|----------------------|-----------------------------------|----------------------------|------------------------|----------------------------|------------------------|
| | | <u>Forklift & Crew</u> | <u>Extra Assistant</u> | <u>Forklift & Crew</u> | <u>Extra Assistant</u> |
| Straight Time | 8:00am to 4:30pm, Monday – Friday | \$135.10 | \$95.74 | \$155.65 | \$105.11 |
| Overtime | All other times and Weekends | \$155.75 | \$125.14 | \$200.13 | \$155.70 |
| Double Time | Holidays | \$185.95 | \$225.80 | \$225.93 | \$255.69 |

Above rates are based on ½ hour increments

One Half hour minimums apply for crews and extra assistants; thereafter, charges are assessed at ½ hour increments. Start time guaranteed only when labor is requested for the start of the working day at 8:00am. Supervisor must check in at Demers Exposition Service Desk to pick-up labor. Upon completion, the Supervisor must return crew to Demers Service desk and approve the work order. Labor must be cancelled in writing, 24 hours in advance to avoid one (1) hour cancellation or no-show fee per crew and / or worker. Invoice will be calculated according to actual hours worked.

INSTALLATION LABOR

| Description | Date | Start Time | # of Equip/ Person | Approx Hrs Per Person | Total Hours | Hourly Rate | Estimate Total |
|--------------|------|------------|--------------------|-----------------------|-------------|-------------|----------------|
| | | | | | | | |
| Sub-total | | | | | | | |
| 6%Tax | | | | | | | |
| Total | | | | | | | |

DISMANTLE LABOR

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

| Description | Date | Start Time | # of Equip/ Person | Approx Hrs Per Person | Total Hours | Hourly Rate | Estimate Total |
|--------------|------|------------|--------------------|-----------------------|-------------|-------------|----------------|
| | | | | | | | |
| Sub-total | | | | | | | |
| 6%Tax | | | | | | | |
| Total | | | | | | | |

Company Name: _____ Booth #(s): _____

Address: _____ Ordered By: _____

City/State/Zip: _____ Phone: _____

Authorized by: _____ FAX: _____

Signature: _____ Date: _____

Home Show at Harbor Yard, January 29-30, 2011, Arena at Harbor Yard, Bridgeport, CT



FORK LIFT PICK SERVICE

This fork lift service can be provided under special circumstances only. Service can be provided for materials such as skids of concrete blocks, buckets, etc. brought onto the show floor by exhibitor's company truck. Fork lift capacity is 5,000 lbs. per piece. Pick service will be charged per pick. Service can be provided during exhibitor move-in/move-out times. Rates are based on straight time (between 8:00 a.m. - 4:30 p.m. Mondays - Fridays excluding Holidays) and overtime (before 8:00 a.m. and/or after 4:30 p.m., anytime Saturday, Sunday or Holidays). Any material shipped by other transportation to Demers Warehouse or the show site will be charged per hundred weight and arrangements made via the Material Handling Services Order Form (included in this package).

| | | DISCOUNT PRICE | | SHOWSITE PRICE | |
|----------------------|-----------------------------------|----------------|-----------------|----------------|-----------------|
| | | Per Pick | Extra Assistant | Per Pick | Extra Assistant |
| Straight Time | 8:00am to 4:30pm, Monday – Friday | \$125.00 | \$95.74 | \$135.00 | \$105.11 |
| Overtime | All other times and Weekends | \$145.00 | \$125.14 | \$155.00 | \$155.70 |
| Double Time | Holidays | \$175.00 | \$225.80 | \$185.00 | \$255.69 |

Price includes service inbound and out bound

To qualify for this service items must be palletized, skidded, or in dome manner be able to be handled with fork lift with the need for special rigging. Please note the price is per each pick off and back on your truck. Once materials are brought to your booth you be allotted 4 minutes of time to place item in your booth. If you require more time to position items in your booth, IN BOOTH FORK LIFT SERVICE must be ordered.

MOVE IN PICKS

| Description | Date | Start Time | # of Picks | Rate | Total Weight | | Estimate Total |
|-------------|------|------------|------------|------|--------------|--------------|----------------|
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | Sub-total | |
| | | | | | | 6%Tax | |
| | | | | | | Total | |

MOVE OUT PICKS

| Description | Date | Start Time | # of Picks | Rate | Total Weight | | |
|-------------|------|------------|------------|------|--------------|--|--|
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

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THIRD PARTY PAYMENT

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

- ALL SERVICES
- FORK LIFT SERVICE
- I&D LABOR
- MATERIAL HANDLING/IN & OUT
- TRANSPORTATION CHARGES
- RENTAL FURNITURE & CARPET
- SIGNS
- OTHER

YOUR SIGNATURE BELOW DENOTES ACCEPTANCE OF ALL TERMS AND CONDITIONS INCLUDED IN YOUR SERVICE KIT.

EXHIBITING COMPANY INFORMATION

EXHIBITOR NAME: _____

EXHIBITOR SIGNATURE: _____

THIRD PARTY AGENT

CREDIT CARD ACCOUNT #: _____ EXP. DATE _____ CVV# _____
 PERSONAL CREDIT CARD COMPANY CREDIT CARD

CARDHOLDER NAME: _____

AUTHORIZED SIGNATURE: _____

CARDHOLDER BILLING ADDRESS: _____

BILLING CITY/STATE/ZIP: _____

THIRD PARTY COMPANAY NAME: _____

THIRD PARTY BILLING ADDRESS: _____

CITY/STATE/ZIP: _____

PHONE: _____ (EXT): _____ FAX: _____

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ORDER RECAP

Listed below is a summary of forms from the exhibitor kit. Please fill out the totals of each page and return this form with the order form and company check or credit card authorization form to Demers Exposition Services, Inc..

| | |
|------------------------------|-----------------|
| Standard Furnishing | \$ _____ |
| Pick Service | \$ _____ |
| Material Handling Order Form | \$ _____ |
| Labor Order Form | \$ _____ |
| Sign Order Form | \$ _____ |
| X-Banner Order Form | \$ _____ |
| Custom Booth Rental Package | \$ _____ |
| Banner Hanging | \$ _____ |
| In Booth Fork Lift | \$ _____ |
| Grand Total | \$ _____ |

In addition to cash, company check or money order, VISA, MasterCard, and AMEX are accepted. The Credit Card Authorization section above must be completed and accompany all credit card orders. Please notify your company representative of the following:

- All orders must be paid in full and/or credit card authorization (above) be on file with your order(s) before any services are rendered. There will be no invoicing; purchase orders are not a form of payment.
- Payment for orders mailed to Demers in advance can be made by company check, money order, or credit card.
- Event site orders can be paid by cash or charged to a Credit Card Account.
- International exhibitors must prepay all services in American funds.
- Items ordered, delivered to booth, then canceled, will not be refunded.
- Other refund requests will not be considered unless Exhibitor makes request of Demers prior to the close of the event.
- Exhibitor is responsible for cost of repair or replacement if equipment is lost, damaged or stolen while being rented.
- If a statement of charges is required, please provide a self-addressed, stamped envelope with your order(s).

PAYMENT MUST BE INCLUDED WITH ALL ORDERS

Company Name: _____ Booth #(s): _____
 Address: _____ Ordered By: _____
 City/State/Zip: _____ Phone: _____
 Authorized by: _____ FAX: _____
 Signature: _____ Date: _____

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