Dear Exhibitor:

International Exhibitions, Inc. would like to thank you for your participation in the 4th Annual Texas Home & Garden Show – Las Colinas!

We are pleased to provide you with the Exhibitor Service Manual. This manual contains exhibitor guidelines, general information, as well as important forms to order contractor services. Please review each section carefully.

If you have any questions regarding the manual or the event, please do not hesitate to contact us.

We truly look forward to working with you and appreciate your business!

Best Regards,
International Exhibitions Team

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www.TexasHomeandGarden.com

International Exhibitions, Inc.  
(Herein referred to as The Organizer or Show Management)  
1635 West Alabama * Houston, TX 77006  
Tel: 713-529-1616  
Fax: 713-583-3366 or 713-821-1169
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A) SHOW HOURS

Friday, January 9th  2:00pm – 7:00pm
Saturday, January 10th 10:00 a.m. - 7:00 p.m.
Sunday, January 11th 11:00 a.m. - 5:00 p.m.

B) MOVE IN:

Move-in times will be strictly followed. You will receive a postcard in the mail, designating your drive-in, move-in date, & time. Exhibitors may drive vehicle(s) into the exhibit hall to unload at assigned booth(s) during their assigned drive in time ONLY.

DRIVE IN FREIGHT DOOR CLEARANCES ARE AS FOLLOWED:

Height 20’ X Width 15’

Exhibitors may walk-in any materials for their booth during their scheduled move in time, or anytime thereafter. All exhibits must be completed on Friday by NOON. If any exhibitor fails to occupy the space he has contracted for, or fails to comply with the terms of the exhibit space contract, Show Management has the right to use such space in any manner. All exhibits must be open for business during event hours.

C) MOVE OUT:

Sunday, 5:00 p.m. – 8:00 p.m. Exhibition closes at 5:00 p.m. Dismantling and removal of exhibits and equipment will not be permitted prior to the closing of the show. No vehicles will be permitted in the hall before 6:00 p.m. Move out will end promptly at 8:00 p.m.

Monday, 8:00 a.m. – 12:00 p.m. All materials must be removed from the hall by 12:00 pm. Any exhibits still remaining will be removed and exhibitor will be responsible for any labor costs incurred.

**CHILDREN ARE NOT PERMITTED ON THE SHOW FLOOR DURING MOVE IN AND MOVE OUT!!**

D) DRIVING DIRECTIONS:

From Downtown Dallas - Take I-35E (Stemmons Freeway) north to the HWY 183/114 exit (left exit). Proceed westbound and stay in the right lane, you will veer west and continue to travel on HWY 114 (John Carpenter Freeway), exit O’Connor Boulevard, turn right on O’Connor Boulevard, then left on Las Colinas Boulevard. The Convention Center will be on your left.

From North Dallas - Take I-635 (LBJ Freeway) west and merge left onto I-35E (Stemmons Freeway) south, you will veer right onto Loop 12 south. From Loop 12, exit HWY 114 (John Carpenter Freeway) and turn right, exit O’Connor Boulevard, turn right on O’Connor Boulevard, then left on Las Colinas Boulevard. The Convention Center will be on your left.

From Arlington - Travel north on HWY 360 and exit HWY 183 (Airport Freeway) east, turn right on HWY 183 and continue to travel east. Exit O’Connor Boulevard; turn left on O’Connor Boulevard, then left on Las Colinas Boulevard. The Convention Center will be on your left.

From Fort Worth - Travel northeast on HWY 121, Merge onto HWY 820 north, then HWY 183 (Airport Freeway) east. Continue to travel east on HWY 183, exit O’Connor Boulevard, turn left on O’Connor Boulevard, then left on Las Colinas Boulevard. The Convention Center will be on your left.

E) Venue:

IRVING CONVENTION CENTER
@ Las Colinas
500 W. Las Colinas Blvd
Irving, TX 75039
Tel: 972-252-7476
www.irvingconventioncenter.com

F) Parking:

Daily Parking is $5.00 with NO in/out privileges. Parking is controlled by the facility, prices are subject to change without notice.
A) CONTRACTOR SERVICE CENTER

For your convenience, a Contractor Service Center will be set up in the hall. Any questions in regards to contractor services should be directed here. The center will be tentatively open from Wednesday through Friday.

Any contract entered into between the exhibitor and such contractor does not in any way form part of the contract between the exhibitor and the Organizers. All contractor services will be directly invoiced to the exhibitor by the contractor and the exhibitor shall be responsible for paying the contractor’s charges. The exhibitor should note that the Organizers will endeavor to ensure that the services are performed as requested, but the Organizers do not accept responsibility for any failure to do so.

There are deadlines for special package pricing. Please go online to FreemanDallasES@freemanco.com or www.texashomeandgarden.com to order services electronically.

Freeman Decorating has been appointed as the official decorator for this event. You will need to contact Freeman decorating by phone or online to rent furnishings (such as tables, chairs, carpet, exhibit display materials), schedule fork lift operators, or arrange shipments coming into or out of the exhibition.

You will need to go online (www.texashomeandgarden.com or FreemanDallasES@freemanco.com) to order these services. All exhibitors are responsible for their own utilities.

Irving Convention Center at Las Colinas is the in-house contractor for all telephone/internet services in the Center. Wireless Internet is available on-site. You will need to go online (www.texashomeandgarden.com or FreemanDallasES@freemanco.com) to order these services.
Freeman Decorating has been designated as the official freight handling company. They will control access to the center of all delivery and freight trucks, administer assignment and usage of loading docks for shipments, and supervise the loading and unloading of freight shipments.

All exhibition and display material being shipped to the center must be delivered via the loading dock. These materials **MUST** be consigned to Freeman Decorating so that they will be accepted upon arrival. Show Management will **NOT** sign for any materials that need to be off-loaded.

Shipping charges are outlined on FreemanDallasES@freemannco.com. Instructions on advance shipments, and pre-show storage available up to 30 days before the show are also included. Please contact Freeman Decorating directly regarding any freight handling questions at 214.634.1463.

Freeman Decorating will arrange the delivery of goods from the freight door to your exhibit, arrange for the storage of packing cases for the duration of the exhibition and delivery of the packing cases back to you at the end of the show for your repacking and dispatch of the display material. **In order to avoid on-site confusion, please arrange any off-loading needs with Freeman Decorating prior to move-in.**

Any materials that must be off-loaded with a forklift, or other heavy equipment, **MUST** be consigned to Freeman Decorating. If the shipment is not consigned to Freeman Decorating, unless you or someone from your company is present to pay for this service, your shipment will not be accepted. Show Management will **NOT** accept any freight that needs a forklift to be offloaded.

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**Sample for Shipping Label:**

Texas Home & Garden Show  
– Las Colinas  
Irving Convention Center at Las Colinas  
C/O Freeman Decorating  
**Name of Exhibiting Company**  
Booth #  
500 W. Las Colinas Blvd  
Irving, TX 75039
III. Exhibitor Guidelines
(In addition to your contract and Rules & Regulations)

Your display is subject to inspection and may require modification to meet safety standards. Any exhibit not meeting such specifications must modify their exhibit at exhibitor’s expense. International Exhibitions, Inc. reserves the right to prohibit any exhibit or part thereof that in their opinion violates this agreement or that is in other ways not suitable to and in keeping with the character and spirit of the events.

A) PIPE & DRAPE

The pipe and drape system is offered at no additional cost to the event’s exhibitors for in-line booths. The System will include an 8’ high back drape with two side drapes:

The system will be extended for larger exhibit spaces. Corner booths will only have one side drape unless exhibitor requests a side drape on the corner side of exhibit.

Island exhibit spaces DO NOT come with Pipe and Drape or an ID Sign. If an exhibitor wishes to use pipe and drape on the boundary of their Island Exhibit Space, than the exhibitor is responsible for ordering these materials and all costs incurred. (Additional pipe & drape must be ordered through Freeman Decorating.)

Any exhibit outside of these boundaries must be submitted in writing to The Organizer for approval prior to arrival on site. If exhibit has not been approved, Show Management has the right to request exhibitor to reconfigure exhibit on site

Island Exhibits:
It is the responsibility of the exhibitor to have designed and constructed a custom built booth. It is the responsibility of the exhibitor to ensure that both sides of exhibit are finished to a satisfactory standard of decoration.

The penetration of floors, walls, columns, ceilings, or trim WILL NOT be permitted; neither may any holes be drilled in any portion of the facility or pipe and drape displays for support. Nothing may be hung from the ceiling, columns, or trim. Nothing may be attached (by tape, glue, tacks, etc) to any wall, trim, or fixture of the facility.

B) EXHIBIT BOUNDARIES

Exhibit height may NOT exceed the 8’ pipe and drape system. Exhibitors are permitted to have 8’ high sidewalls, but they may only extend 4’ into the booth space from the back wall of the exhibit space. If approved, the back and sides facing your neighbor or aisle way must be aesthetically appeasing to the eye, i.e. no unpainted or unfinished wood walls.

C) FLOOR COVERING SERVICES

All booths are required to have a floor covering, whether it is carpet, Astro turf, bark, landscaping, etc. Floor covering is not included in booth price. Exhibitors must use a polyurethane cover (visqueen) when using any quantity of dirt, sod, rocks, concrete, water, etc., in order to protect the flooring at the facility. You may provide your own floor covering or rent one from Freeman Decorating. As per Fire Regulations, please do not use carpet if your exhibit will be hosting a cooking demonstration or sampling any food items.
III. Exhibitor Guidelines (con’t)

D) BANNERS/SIGNS

One company identification sign (7”x44” – standard company names only) will be provided at no additional cost to the exhibitor. Orders for signs WILL NOT be accepted after Wednesday, January 8th.

Banners/signs that are hung within the booth by exhibitor that will rise above the 8’ pipe and drape must have approval from the Organizer and will be assessed an additional fee of $150.00. All banners/signs must be one sided as not to detract from neighboring exhibits. This includes any company logo/signage that is displayed on any booth components (i.e. walls, shelving, PVC piping etc.)

**NO BANNERS WILL BE PERMITTED TO BE HUNG FROM THE CEILING AT THIS FACILITY.

All signs must be of professional quality and must be approved by Show Management prior to the opening of the show. Show Management may, in its sole discretion, remove any sign that is deemed to conflict with the show policy or that is deemed inaccurate or misleading to the public or of unprofessional quality or workmanship.

E) SAMPLING/HEALTH PERMIT GUIDELINES

The Facility’s in-house caterer must give approval for any and all sample items.

Foods that can be consumed on site are not permitted to be sold in the show.

Guidelines for Samples must be strictly followed.

- Beverages: up to 1 oz. cups
- Food: up to 1” x 1” bite-sized pieces

After approval is received from the Irving Convention Center, the Exhibitor must purchase a temporary health permit from The City of Irving Health Department, and adhere to all health codes.

Tel: 972.721.2371

The cost of the permit: $65 for the whole weekend and MUST be purchased three days prior to event (cost subject to change w/o our knowledge). This cost is not included in the booth price. Exhibitors are responsible for obtaining their own health permit.

**Note that all cooking demonstrations are required to have a fire extinguisher at their booth. Please see “Fire Regulations” page for more details.

Beer and wine are the only alcoholic beverages permitted and must be purchased through the Official Caterer. Companies found to be in violation of this ruling will lose their right to participate in future shows.

POPCORN MACHINES ARE NOT ALLOWED

F) WATER DISPLAYS

Any exhibitor creating an exhibit containing a water feature must ensure there is NO water leakage. If any occurs, the exhibitor is responsible for taking care of the leak, and extracting the water from the aisles and other booths (as to not cause a hazard). Exhibitor will be responsible for any costs incurred by Show Management for clean up assistance.

Exhibitors with water exhibits must leave contact name and after hours phone number with show management. If leak occurs and exhibitor cannot be reached in a reasonable amount of time, exhibitor will be responsible for any costs incurred from clean up by facility personnel.

G) VEHICLE/FUELED EQUIPMENT DISPLAYS

There is a $125.00 vehicle permit fee if you wish to have a gas fueled vehicle in your booth. Exhibitor must notify The Organizer if they plan to have a vehicle as part of their display. A Vehicle Display Form must be filled out on site, a copy of the keys must be given to Show Management, and the permit fee of $125.00 must be paid before the vehicle is left in the hall. All Liquid & Gas fueled vehicles/equipment within the facility during show hours will be subject to Fire Marshall inspection/approval and must adhere to the following:

- Batteries must be disconnected
- Fuel in the fuel tank shall not exceed one quarter of the tank capacity or 5 gallons, whichever is less.
- Fuel tank openings shall be locked and/or taped & sealed to prevent the escape of vapors

H) EXHIBIT RELOCATION

The Organizer reserves the right to alter the location of the Exhibitors or booths as shown on the official floor plan, if deemed in the interest of the event. The Organizer reserves the right to change the location of the Exhibitor’s booth in its sole discretion. If the Organizer changes the Exhibitor’s booth location, it will make reasonable efforts to relocate the Exhibitor at a booth comparable in size and visibility. The Organizer will also make attempts to notify the Exhibitor of this change as well as all appropriate contractors.
III. Exhibitor Guidelines (con’t)

I) PERSONNEL/SOLICITATION

All distribution of literature or show material must be done within the perimeter of your booth space. Exhibitors are not permitted to distribute literature or solicit attendees within aisle ways, lobbies, restrooms, concession areas, etc. All costumed personnel must be appropriately clad and must remain within the exhibitor’s exhibit area.

J) SOUND

The operation of sound equipment of any kind is subject to prior written consent of The Organizer. The Organizer reserves the right to refuse applications for any reason. Rule of thumb: sound and noise should not exceed 85 decibels.

K) LANDSCAPING & CONSTRUCTION

During construction & dismantle of your booth, please dispose of your booth waste materials properly. There is to be no dumping of any materials, liquids, etc., into floor pockets or bathroom sinks/toilets.

If you need to cut stone, or large pieces of material, that will cause debris and/or dust in the air, this is to be done on the back dock area. If cutting of materials within your booth space requires the facility extra labor in cleaning, you will be responsible for that charge.

L) CLEAN UP

The exhibitor is responsible for all general clean-up of exhibit, including removal of all dirt, pine needles, water, etc., otherwise, he/she will be charged for the clean-up.

M) LOADING DOCKS/TRAILERS

The use of the loading docks is at the sole discretion of The Organizer and the appointed decorator. If an exhibitor wishes to use a loading dock, they must see The Organizer for a Dock Pass. Only trailers with this pass will be permitted to stay in a loading dock. All other trailers that need to remain overnight in the parking lot must see Show Management to make arrangements.

N) DAMAGE TO HALLS

Contractors/Exhibitors should ensure that they do not damage the fabric of the exhibition halls. Any damage caused will be repaired by the hall authorities and all cost for the repair be passed on to the contractor/exhibitor concerned.

O) ANIMAL EXHIBITS

Animals and pets are NOT permitted in the Center.

In accordance with the ADS, service animals for the physically challenged are permitted and the owner will be fully responsible for his/her animals.

P) SECURITY

The security of individual booths during show hours and particularly at the end of the show is the responsibility of the exhibitor. Valuables should not be left unattended in the booth. EXHIBITORS ARE STRONGLY ENCOURAGED TO REMOVE ANY VALUABLES FROM EXHIBIT DURING MOVE OUT SUNDAY NIGHT.

Security for this show has been provided by the facility. Further questions regarding security may be directed to Show Management on site. Neither the Organizers nor the appointed security company can or will accept liability for any loss or damage to any booth, exhibits, material goods, property, or personal items. It is the responsibility of the individual exhibitor to ensure that their booth, exhibits, and personal property are secure at all times.

Q) SHOW GUIDE LISTING

All exhibitors booked in the event with a deposit by the deadline will be listed in the Show Guide.

R) LICENSES

By law, exhibitors are required to obtain a tax license for each state in which they participate prior to exhibiting. Licenses must be in the Exhibitors possession throughout the duration of the show.
IV. Show Admission, VIP Tickets, Badges

A) SHOW ADMISSION

• Regular Admission Ticket $10.00
• Seniors & Military Admission Ticket $8.00 (65 and above, valid all weekend)
• Children 14 and under FREE

**Ticket Pricing Subject to Change**

B) VIP TICKETS

VIP Ticket are no longer mailed out. If you would like 6 complimentary VIP tickets, please request them at the show management office on show site during move in (while supplies last). The distribution of VIP tickets on, or around, show site facility is strictly prohibited.

C) EXHIBITOR BADGES

All exhibitor badges will be mailed out prior to the show if you have a Texas mailing address. All others can be picked up at show management.

Badges allow in/out privileges to the exhibition throughout the event. Badges will display the exhibitor company name only. Every exhibiting company will receive 12 badges.

Exhibitors may purchase extra badges if needed. All companies MUST provide Show Management with a complete list of their workers who will require a badge. Please refer to the enclosed form.

All exhibitors entering the facility during event hours must have their badges in order to enter through the exhibitor entrances. Those without their badges will be instructed to check in at will call. Lost or forgotten badges will require the purchase of a new one at a reprint cost of $5.00/badge. Badges are non-transferable and if transferred to or used by any party other than the company to whom it was issued, they may be cancelled by the Organizers at the Organizer’s absolute discretion.

D) INSURANCE

All exhibitors are required to carry comprehensive general liability insurance naming International Exhibitions, Inc. and the Irving Convention Center as an additional insured for the duration of the event.

INDEMNIFICATION: The Texas Home & Garden Show: Exhibitors and employees shall indemnify and hold the Organizer (International Exhibitions, Inc.) harmless from any damages, losses, or liabilities resulting from any claims, demands, suits or other action(s) based on or arising out of the Exhibitor’s occupation or use of the exhibit space or its installation, operation, or removal of exhibits, including but not limited to all claims and demands of Exhibitors, their agents, employees, representatives, customers, and guests for injury to person or property (including theft or mysterious disappearance) arising by virtue of any occurrence in the exhibit space or the Irving Convention Center, or in the parking areas in proximity to the Irving Convention Center, during the Contract term as well as any period during which Exhibitor is moving into or out of the Irving Convention Center.
V. Fire Marshal Rules & Regulations

A) COOKING - All displays must comply with the regulations of the City of Irving Fire Department and are subject to Fire Department inspection. Fire extinguishers must be available in all vehicle displays and cooking demonstration exhibits. Where cooking equipment involves the use of vegetable or animal oils and fats, it is required that at least one 2.5 gallon (6L) “Type K” fire extinguisher with current inspection date tag be available. Fire extinguishers shall be readily visible, located not more than 30-foot unobstructed travel distance and placed no closer than 5 feet of the cooking appliance.

B) DECORATIVE MATERIAL - All decorative materials, including drapes, signs, banners, acoustical treatment, table coverings, etc. must be non-combustible or effectively treated with an approved fire retardant chemical. Hay and/or straw of any kind are prohibited unless properly treated.

C) FLAMMABLE MATERIALS - The use of flammable and volatile materials or materials under high pressure within exhibits, displays, offices, and meeting rooms within the Irving Convention Center is strictly prohibited unless approved by the Irving Fire Department and the Irving Convention Center. These materials include, but are not limited to: all octane, propane, all gas pressure vessels, CO2, acetylene, helium, etc. The in-house utility contractor is the exclusive provider of any gases.

D) PORTABLE BUILDINGS & TENTS - If you are planning on having any kind of portable building/structure or a tent in your exhibit space you need to be made aware of the following Fire Regulations being enforced during consumer events in the city of Irving. The Fire Marshall will be on site and will check the various exhibits.

- Portable buildings/structures, (sheds, storage units, etc.) that are built off-site may have a complete roof, but each structure must have a 10lb ABC Fire Extinguisher located inside each structure. The structure may not be used to store any materials during the event. If the buildings in excess of 200 square feet it will need special consideration / permission by the Fire Marshall.

- If an exhibitor is actually building a structure with a roof inside the convention center, a certain percentage of the roof must remain open. Plans for these structures must be submitted to the convention center for review by center staff and the Fire Marshall.

E) TENTS - All tents must be flame retardant and proof of that must be with the tent. Any exhibit with a tent must have a 10lb ABC Fire Extinguisher. Tents in excess of 200 square feet would need special consideration as opposed to strictly denying anything larger than 200 square feet. In addition, any tent (with walls) in excess of 200 square feet requires permitting from the Fire Marshall office. Any canopy (roof, no walls) in excess of 400 square feet requires permitting from Fire Marshal Office.

VI. Hotel Accommodations

Comfort Suites – Las Colinas
www.comfortsuites.com
1223 Greenway Circle
Tel: 972-518-0606

Courtyard by Marriott – Las Colinas
www.marriott.com/Courtyard
1151 W Walnut Hill Lane
Tel: 972-550-8100

Dallas Marriott Las Colinas
www.marriott.com
223 West Las Colinas BLVD
Tel: 972-831-0000

Fairfield Inn by Marriott – Las Colinas
www.marriott.com/fairfieldinn
630 W Carpenter Freeway
Tel: 972-550-8800

Hampton Inn – Las Colinas
www.hamptoninn.hilton.com
820 W Walnut Hill Lane
Tel: 972-753-1232

Omni Mandalay at Las Colinas
www.omnihotels.com
221 East Las Colinas BLVD
Tel: 972-556-0800

Texas Home and Garden Exhibitor Manual | 11
This form is needed back in our offices no later than January 5th.
Please fax to 713.583.3366 or 713.821.1173 or email to dthedford@texashomeandgarden.com
List of Employees (individual names will not be printed on the badge):

1) __________________________________________ 7) __________________________________________
2) __________________________________________ 8) __________________________________________
3) __________________________________________ 9) __________________________________________
4) __________________________________________ 10) _________________________________________
5) __________________________________________ 11) _________________________________________
6) __________________________________________ 12) _________________________________________

Badges will be distributed on site, but will not be released until Show Management has this form on file for your company. There is a $5.00 charge for a badge reprint or for badges over your allocation, please instruct your booth personnel that if they lose their badge, they will be responsible for the fee. An Exhibitor Will-Call window will be on show site, only those workers on this list will be allowed to request a badge from Will-Call.

**To Purchase Additional Badges:**

<table>
<thead>
<tr>
<th>Quantity Requested</th>
<th>@ $5.00 each</th>
<th>Total to charge</th>
</tr>
</thead>
</table>

_____ Please charge my: _____AMEX _____VISA _____MasterCard _____Discover

Credit Card Holder Name (please print): __________________________________________ **

Credit Card #:  _______ - _______ - _______ - _______ Expiration Date: _______ - _______ - _______

Signature of Credit Card Holder: ______________________________________________________

OR please find enclosed a check for the amount of $__________.

If you have water as part your display (pool, spa, water garden, etc.), please provide one or more contacts below in case your exhibit has a leakage, spill or any other emergency. Please fax form to 713-583-3366, or turn in during move in of the show.

**After Hours Contact Form**

Texas Home & Garden Show
- Las Colinas
January 9-11, 2015

*Please make check payable to IEI and mail, with this form, to the below address.*
Drive-In / Move – In Schedule

Section 1: Wednesday, January 7th 1pm-5pm
Section 2: Wednesday, January 7th 3pm-5pm
Section 3: Thursday, January 8th 8am-3pm
Section 4: Thursday, January 8th 4pm-6pm
Walk in: Friday, January 9th 8am-12pm

(Note no early move in for Section 4)

Irving Convention Center @ Las Colinas
January 9-11, 2015
MOVE IN MAP
SERVICE INFORMATION

BOOTH EQUIPMENT
Each 10’ x 10’ booth will be set with 8’ high black back drape, 36” high black side dividers, and a 7” x 44” identification sign.

EXHIBIT HALL CARPET
The exhibit area is not carpeted.

DISCOUNT PRICE DEADLINE DATE
Order early to take advantage of advance order discount rates, place your order by DECEMBER 22, 2014.

SHOW SCHEDULE

EXHIBITOR MOVE-IN
For more information and helpful hints on preshow procedures and move-in, please go to www.freemanco.com/preshowFAQ.

Wednesday January 7, 2015 1:00 PM - 5:00 PM Section 1
Wednesday January 7, 2015 3:00 PM - 5:00 PM Section 2
Thursday January 8, 2015 8:00 AM - 3:00 PM Section 3
Thursday January 8, 2015 4:00 PM - 6:00 PM Section 4 (No early move in)
Friday January 9, 2015 8:00 AM - 12:00 PM Walk Ins Only

EXHIBITOR HOURS
Friday January 9, 2015 2:00 PM - 7:00 PM
Saturday January 10, 2015 10:00 AM - 7:00 PM
Sunday January 11, 2015 11:00 AM - 5:00 PM

EXHIBITOR MOVE-OUT
For more information and helpful hints on postshow procedures and move-out, please go to www.freemanco.com/postshowFAQ

Sunday January 11, 2015 5:00 PM - 8:00 PM
Monday January 12, 2015 8:00 AM - 12:00 PM

We will begin returning empty containers at the close of the show.

DISMANTLE AND MOVE-OUT INFORMATION
All exhibitor materials must be removed from the exhibit facility by Monday, January 12 at 12:00 PM. To ensure all exhibitor materials are removed from the exhibit facility by the Exhibitor Move-Out deadline please have all carriers check-in by Monday, January 12 at 10:00 AM.

POST SHOW PAPERWORK AND LABELS
Our Exhibitor Services Department will gladly prepare your outbound Material Handling Agreement and labels in advance. Complete the Outbound Shipping form and your paperwork will be available at show site. Be sure your carrier knows the company name and booth number when making arrangements for shipping your exhibit at the close of the show.
FREEMAN ONLINE®
Take advantage of discount pricing by ordering online at www.freemanco.com/store by December 22, 2014. Our Internet online ordering service, Freeman OnLine is available for your convenience to order all Freeman services, view show schedule, or print order forms. Once your show is available online, you will receive an email which includes a direct link to Freeman OnLine. To place online orders you will be required to enter your unique Login ID and Password. If this is your first time to use Freeman OnLine, click on the “Login” link to create a new account. To access Freeman OnLine without using the email link, visit www.freemanco.com/store and click on the “Login”. If you need assistance with Freeman OnLine please call our Customer Support Center at (888) 508-5054 Toll Free US & Canada or (817) 607-5000 Local & International.

SHIPPING INFORMATION
Warehouse Shipping Address:
Exhibiting Company Name / Booth #_________
Texas Home & Garden Show - Las Colinas
C/O Freeman
5130 Cash Rd
Dallas, TX  75247

Freeman will accept crated, boxed or skidded material beginning December 8, 2014 at the above address. Material arriving after January 7, 2015 will be received at the warehouse with an additional after deadline charge. Warehouse materials are accepted at the warehouse Monday through Friday between the hours of 8:00 AM - 3:30 PM. The warehouse will be closed Dec. 24, 25, 31, 2014 & January 1, 2015.

Show Site Shipping Address:
Exhibiting Company Name / Booth #_________
Texas Home & Garden Show - Las Colinas
C/O Freeman
Irving Convention Center
500 W Las Colinas Blvd
Irving, TX  75039

Freeman will receive shipments at the exhibit facility beginning January 7, 2015. Shipments arriving before this date may be refused by the facility. Any charges incurred for early freight accepted by the facility will be the responsibility of the exhibitor. Please note: All items and materials that must be brought into the facility may be subject to Material Handling Charges and are the responsibility of the Exhibitor. This also applies to items not ordered through the Official Show Vendors.

LABOR INFORMATION
Union Labor may be required for your exhibit installation and dismantle. Please carefully read the UNION RULES AND REGULATIONS to determine your needs. Exhibitors supervising Freeman labor will need to pick up and release their labor at the Labor Desk. Refer to the order form for Display Labor for Straight time and Overtime hours.

ASSISTANCE
We want you to have a successful show. If we can be of assistance, please call our Exhibitor Services Department at (214) 634-1463.

WE APPRECIATE YOUR BUSINESS!
FREEMAN GENERAL INFORMATION

TRANSLATION SERVICE
Freeman is pleased to offer a new service for our international exhibitors that provides quick interpretation and translation in 150 languages. This service will not only interpret for us on a three-way conversation, but also translate emails from customers. To access this service you may contact Freeman Exhibitor Services at 214-634-1463 or Freeman’s Customer Support Center at (888)508-5054 Toll Free US & Canada or (817) 607-5000 Local & International.

HELPFUL HINTS

SAVE MONEY
Order early to take advantage of advance order discount rates, place your order by deadline dates.

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

SAFETY TIPS
Use a ladder, not a chair. Standing on chairs, tables and other rental furniture is unsafe and can cause injury to you or to others. These objects are not designed to support your standing weight.

Be aware of your surroundings. You are in an active work area with changing conditions during move-in and move-out. Pay attention. Look for obstacles, and machinery and equipment that are in use.

Keep your eyes open for scooters and forklifts. The drivers of these vehicles may not be able to see you.

Stay clear of dock areas, trucks and trailers. These areas can be particularly dangerous.

Prevent electrical shocks, falling items and damage to materials. Do not attach items or equipment to the drapes or metal framework provided for your booth. This can cause serious injury or damage to materials.

We discourage children from being in the exhibit hall during installation and dismantle. If children are present during installation and dismantle, they must be supervised by an adult at all times.

Freeman does not ship or handle Hazardous Materials. If any materials you are shipping to the event fall into this category, please contact Freeman to be sure that the material will be allowed at the facility and by the association. In addition, if authorized by the facility and the association, you will need to make separate arrangements for the transport and handling of the approved materials, since Freeman will not transport or handle them.

The operation or use of all motorized lifts and motorized material handling equipment for installation/dismantle of exhibits is NOT permitted by exhibitors or by their exhibitor appointed contractors (EAC’s). Thank you for your cooperation

EXHIBITOR ASSISTANCE
For more information and helpful hints on preshow procedures and move-in, please go to www.freemanco.com/preshowFAQ.

For more information and helpful hints on postshow procedures and move-out, please go to www.freemanco.com/postshowFAQ.

Call Freeman’s Exhibitor Services department at 214-634-1463 with any questions or needs you may have.
Reducing Your Footprint

Freeman actively engages in green practices within day-to-day operations and is committed to producing events in the most environmentally friendly way possible. Freeman has collaborated with a number of customers to make their events greener and is dedicated to broadening this effort.

Green Tips for Exhibitors

Interested in going Green and saving money with your exhibit booth? Follow these tips to assist you in making your sustainable booth strategies at least cost-neutral, and possibly cost-saving!

Supplies and Ordering
- Order exhibit supplies early and utilize online ordering systems to eliminate paper waste.
- Consider renting a booth from Freeman or buying materials locally, preventing shipping cost and lowering emissions.
- Rent Freeman Classic Carpet which contains recycled content and is also recyclable.
- Provide giveaways made of recycled, responsibly grown natural fiber, nontoxic and biodegradable materials. Ensure giveaways are useful, not merely promotional in nature. Electronic Giveaways, such as free songs from iTunes, coupons and free online Apps are smart and trendy.

Printing, Recycling and Waste Management
- Encourage less printing and provide more information digitally when it comes to booth literature, fulfilling requests via email and website referrals.
- If you need to print, use a local printer in the city where the show will be held and choose paper that contains at least 50% post-consumer recycled content.
- Ask Freeman about new paper-based signage materials that are comparably priced to plastic. There are good alternatives to foam core and PVC which are not as easily recyclable.
- Participate in the exhibit donation program by providing materials that are eligible for donation to local charities, such as pens, bags and notepads.

Shipping and Transportation
- If you must ship materials, planning out your booth in a timely way to meet shipping deadlines can also help maximize consolidation and cost-savings.
- Choose a SmartWay™-certified hauler at no additional cost to ensure your transportation company is practicing sustainable shipping.
- Set a goal to leave no trace behind by shipping out all booth properties and packing materials and donating extra giveaways thereby minimizing any waste for the show.
- If you are attending another trade show that many of your fellow exhibitors are also participating in, ask your General Service Contractor or Show Management to set up a caravan service to save on fuel emissions—and cost of transportation.

Personnel and Best Practices
- Take advantage of local or regional representatives to staff your booth, rather than bringing staff from far away offices, reducing travel cost.
- Bring Green as part of your company message providing recycling bins in your booth and information on what you have done to exhibit in a sustainable way.

These steps can help as we all strive to make smarter and more environmentally sound decisions. For more information on the Freeman Sustainability Initiative, contact Jeff Chase at jeff.chase@freemanco.com.
NAME OF SHOW: Texas Home & Garden Show Las Colinas / January 9-11, 2015

COMPANY NAME:  

ADDRESS:  

BOOTH #:  

BOOTH SIZE: X  

CITY/STATE/ZIP:  

PHONE:  

EXT.:  

FAX #:  

SIGNATURE:  

PRINT NAME:  

CONTACT'S E-MAIL:  

E-MAIL FOR INVOICE:  

Check if you are a new Freeman customer  

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

METHOD OF PAYMENT  

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

☐ COMPANY CHECK  

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

Please reference (298500) on your remittance.  

☐ CREDIT/DEBIT CARD  

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

☐ AMERICAN EXPRESS  ☐ MASTER CARD  ☐ VISA  

FREEMAN NOW ACCEPTS DEBIT CARDS  

ACCOUNT NO.:  

EXP. DATE:  

CARDHOLDER NAME (PRINT):  

SIGNATURE:  

CARDHOLDER BILLING ADDRESS:  

CITY/STATE/ZIP:  

ENTER TOTALS HERE

<table>
<thead>
<tr>
<th>FURNISHINGS &amp; ACCESSORIES</th>
<th>CARPET</th>
<th>CLEANING/SHAMPOOING</th>
<th>PORTER SERVICE</th>
<th>RENTAL EXHIBITS &amp; ACCESSORIES</th>
<th>SIGNS</th>
<th>INSTALLATION LABOR</th>
<th>DISMANTLE LABOR</th>
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<tr>
<th>MATERIAL HANDLING</th>
<th>RIGGING INSTALLATION</th>
<th>RIGGING DISMANTLE</th>
<th>EXHIBIT TRANSPORTATION</th>
<th>HANGING SIGNS</th>
<th>GRAND TOTAL</th>
</tr>
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- Remember to order in advance to save time and money. You may place your order by phone, fax, mail, or use our online ordering service at: www.freemanco.com/store.
- Orders received without payment or after the discount price deadline date will be charged at the standard price.
- Copies of invoices may be picked up from the Service Desk prior to show closing.
- If you have questions or need assistance with any items not listed, please call and ask for your Exhibitor Services Representative.

TELL US WHAT YOU THINK

Freeman is committed to providing great customer service. To help us serve you more effectively in the future, please visit the URL address below upon the completion of your show to provide feedback. Your input will provide the insight needed to ensure that our customer service is in line with your expectations.

http://feedback.freemanco.com/?298500
In order to authorize Freeman to invoice a third party for payment of services rendered to exhibitors, both the exhibiting company and the third party must complete this form and return it at least 14 days prior to show move-in.

EXHIBITING COMPANY AUTHORIZATION OF THIRD PARTY BILLING

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

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

EXHIBITOR NAME: (PLEASE PRINT)
EXHIBITOR SIGNATURE: DATE:

EXHIBITING COMPANY INFORMATION

EXHIBITING COMPANY NAME: BOOTH #:
EXHIBITING COMPANY ADDRESS:
CITY/STATE/ZIP:
PHONE: EXT. FAX:
CONTACT’S E-MAIL:

Indicate which services are to be invoiced to the Third Party:

- [ ] ALL FREEMAN SERVICES
- [ ] I&D LABOR/SUPERVISION
- [ ] MATERIAL HANDLING/IN & OUT
- [ ] FREEMAN EXHIBIT TRANSPORTATION
- [ ] RENTAL FURNITURE/CARPET/SIGNS
- [ ] BOOTH CLEANING
- [ ] OTHER

THIRD PARTY COMPANY INFORMATION

THIRD PARTY COMPANY NAME:
CONTACT NAME:
THIRD PARTY BILLING ADDRESS:
CITY/STATE/ZIP:
PHONE: EXT. FAX:
CONTACT’S E-MAIL:
E-MAIL FOR INVOICE:

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

THIRD PARTY CREDIT/DEBIT CARD AUTHORIZATION

- [ ] AMERICAN EXPRESS
- [ ] MASTERCARD
- [ ] VISA

FREEMAN NOW ACCEPTS DEBIT CARDS

ACCOUNT NO: EXP. DATE:
CARDHOLDER NAME (PLEASE PRINT): CARD TYPE:
AUTHORIZED SIGNATURE:
CARDHOLDER BILLING ADDRESS:
CITY/STATE/ZIP:

02/12 (298500)
**TIPS FOR EASY ORDERING**

- Credit card information must be on file prior to pick up, as charges will be included on your show services invoice.
- International Exhibitors remember - Shipments originating from countries other than the U.S. must be cleared through customs. Please call for additional information:
  - (800) 995-3579 Toll Free US & Canada
  - (817) 607-5100 Local & International

**COMPLETE THE FOLLOWING ITEMS ON THIS FORM:**

### PICK UP INFORMATION

**REQUESTED PICK UP DATE:**

**SHIPPER NAME:**

**SHIPPER ADDRESS:**

### DESTINATION

- [ ] I will be shipping to the WAREHOUSE
- **FREEMAN / Exhibiting Company Name / Booth #**
  - Texas Home & Garden Show Las Colinas
  - C/O: FREEMAN
  - 5130 CASH RD
  - DALLAS, TX 75247
  - **MUST BE DELIVERED BY JANUARY 05, 2015**

- [ ] I will be shipping to SHOW SITE
- **FREEMAN / Exhibiting Company Name / Booth #**
  - Texas Home & Garden Show Las Colinas
  - C/O: FREEMAN
  - IRVING CONVENTION CENTER AT LAS COLINAS
  - 500 W LAS COLINAS BLVD
  - IRVING, TX 75039
  - **CANNOT BE DELIVERED BEFORE JANUARY 07, 2015**

### OUTBOUND SHIPPING

- [ ] I would like to schedule outbound Freeman Exhibit Transportation. Please provide me with a Material Handling Agreement at show site for my shipping instructions and signature. So we may print your Outbound Material Handling Agreement and labels, please complete the following information if different from pick up address:
  - **Ship to address:**
    - 
    - 
    - 
  - **Number of Labels:** ___________

### TYPE OF SERVICE

- [ ] Next Day Air: Delivery next business day by 5:00 PM
- [ ] Second Day Air: Delivery second business day by 5:00 PM
- [ ] 3-5 Day Service: Delivery within 3 - 5 business days
- [ ] Declared Value $ ___________

Air Transportation charges are billed by Dimensional or Actual Weight, whichever is greater.

- [ ] Standard Ground: Dependent on distance
- [ ] Expedited Ground: Tailored to specific requirements
- [ ] Specialized: Pad wrapped, uncrated, truck load

---

**NAME OF SHOW:** Texas Home & Garden Show Las Colinas / January 9-11, 2015

**COMPANY NAME:**

**CONTACT NAME:**

**E-MAIL ADDRESS:**

For Assistance, please call applicable number listed above to speak with one of our experts.

---

**EXHIBIT TRANSPORTATION**

For fast, easy ordering, go to www.freemanco.com/store

**SHIPPING INFORMATION**

<table>
<thead>
<tr>
<th>Items to be shipped</th>
<th>Est. Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>__ Crates (wooden)</td>
<td>__________</td>
</tr>
<tr>
<td>__ Cartons (cardboard)</td>
<td>__________</td>
</tr>
<tr>
<td>__ Cases/Trunks (fiber) (color __________)</td>
<td>__________</td>
</tr>
<tr>
<td>__ Skids/Pallets</td>
<td>__________</td>
</tr>
<tr>
<td>__ Carpet (color __________)</td>
<td>__________</td>
</tr>
<tr>
<td>__ Other ( __________)</td>
<td>__________</td>
</tr>
<tr>
<td>__ Total</td>
<td>__________</td>
</tr>
</tbody>
</table>

**Size of largest piece:** (H) __________ (W) __________ (L) __________

**NOTE:** Shipments will be weighed and measured prior to delivery.
WHAT ARE FREIGHT SERVICES?

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

How do I ship to the warehouse?
- We will accept freight beginning 30 days prior to show move-in.
- To check on your freight arrival, call Exhibitor Services at the location listed on Quick Facts.
- To ensure timely arrival of your materials at show site, freight should arrive by the deadline date listed on Quick Facts. Your freight will still be received after the deadline date, but additional charges will be incurred.
- The warehouse will receive shipments Monday through Friday, except holidays. Refer to Quick Facts for warehouse hours. No appointment is necessary.
- The warehouse will accept crates, cartons, skids, trunks/cases and carpets. Loose or pad-wrapped material must be sent directly to show site.
- All shipments must have a bill of lading or delivery slip indicating the number of pieces, type of merchandise and weight.
- Certified weight tickets must accompany all shipments.
- Warehouse freight will be delivered to the booth prior to exhibitor set up.
- Please call the number located on Quick Facts if you want to ship oversized material that requires special equipment to the warehouse.

How do I ship to show site?
- Freight will be accepted only during exhibitor move-in. Please refer to Quick Facts for the specific exhibitor move-in dates and times.
- All shipments must have a bill of lading or delivery slip indicating the number of pieces, type of merchandise and weight.
- Certified weight tickets must accompany all shipments.

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

How should I label my freight?
- The label should contain the exhibiting company name, the booth number and the name of the event.
- The specific shipping address for either the warehouse or show site is located on Quick Facts.

How do I estimate my Material Handling charges?
- Charges will be based on the weight of your shipment. Each shipment received is considered separately. The shipment weight will be rounded to the next 100 pounds. Each 100 pounds is considered one “cwt.” (one hundred weight). All shipments are subject to reweigh.
- On the Order Form, select whether the freight will arrive at the warehouse or be sent directly to show site.
- Next, select the category that best describes your shipment. There are three categories of freight:
  - Crated: material that is skidded or is in any type of shipping container that can be unloaded at the dock with no additional handling required.
  - Special Handling: material delivered by the carrier in such a manner that it requires additional handling, such as ground unloading, stacked and constricted space unloading, designated piece unloading, loads mixed with pad-wrapped material, loads failing to maintain shipping integrity, carpet and/or pad-only shipments, and shipments that require additional time, equipment or labor to unload. Federal Express and UPS are included in this category due to their delivery procedures.
  - Uncrated: material that is shipped loose or pad-wrapped, and/or unskidded machinery without proper lifting bars or hooks.
- Add overtime charges for inbound if material is delivered to the booth during the overtime period stated on Quick Facts. This includes both warehouse and show site shipments.
- Add overtime charges for outbound if material is loaded onto the outbound carrier during the overtime period stated on Quick Facts.
- Add the late delivery charge listed on the Order Form if the shipment is accepted at the warehouse or at show site after the deadline date listed on Quick Facts.
- The above services, whether used completely or in part, are offered as a package and the charges will be based on the total inbound weight of the shipment.
- Shipments received without receipts or freight bills, such as UPS and Federal Express, will be delivered to the booth without guarantee of piece count or condition.

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

How do I protect my materials after they are delivered to the show or before they are picked up after the show?
- Consistent with trade show industry practices, there may be a lapse of time between the delivery of your shipments to your booth and your arrival. The same is true for the outbound phase of the show — the time between your departure and the actual pick-up of your materials. During these times, your materials will be left unattended. We recommend that you arrange for a representative to stay with your materials or that you hire security services to safeguard your materials.

How do I ship my materials after the close of the show?
- Each shipment must have a completed Material Handling Agreement in order to ship materials from the show. All pieces must be labeled individually.
- To save time, complete and submit the Outbound Shipping Form in advance, or you may contact the Service Center at show site for your shipping documents. The Material Handling Agreement and labels will be processed and available prior to show closing.
- After materials are packed, labeled, and ready to be shipped, the completed Material Handling Agreement must be turned in at the Service Center.
- Call your designated carrier with pick-up information. Please refer to Quick Facts for specific dates and times. In the event your selected carrier fails to show on final move-out day, your shipment will either be rerouted on Freeman’s carrier choice or delivered back to the warehouse at the exhibitor’s expense.
- For your convenience, show recommended carriers will be on site to handle outbound transportation.

Where do I get a forklift?
- Forklift orders to install or dismantle your booth after materials are delivered may be ordered in advance or at show site. We recommend that you order in advance to avoid additional charges at show site. Refer to the Order Form for available equipment.
- Advance and show site orders for equipment and labor will be dispatched once a company representative signs the labor order at the Service Center.
- Start time is guaranteed only when equipment is requested for the start of the working day.

Do I need insurance?
- Be sure your materials are insured from the time they leave your firm until they are returned after the show. It is suggested that exhibitors arrange all-risk coverage. This can be done by riders to your existing policies.
- All materials handled by Freeman are subject to the enclosed Terms and Conditions.

Other available services (may not be available in all locations)

- Cranes
- Scissor lifts, condors
- Access storage at show site
- Exhibit transportation services (see enclosed brochure)
- Security storage at show site
- Short-term and long-term warehouse storage
- Local pick-up and delivery
- Priority empty return
Tips to Save on Material Handling

Consolidate shipments - when total weight is less than 200 lbs. For Example:

<table>
<thead>
<tr>
<th>Description</th>
<th>Weight</th>
<th>CWT</th>
<th>Price per CWT</th>
<th>Estimated Total Cost (200 lb. Min.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Crated:</td>
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<tr>
<td>Material that is skidded or is in any type of shipping container that can be unloaded at the dock with no additional handling required.</td>
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</tr>
<tr>
<td>Special Handling: (See definitions on back) Material delivered by a carrier in such a manner that it requires additional handling, such as ground unloading, stacked or constricted space unloading, designated piece unloading, shipment integrity, alternate delivery location, loads mixed with pad wrapped material, carpet and/or pad only shipments, no documentation and shipments that require additional time, equipment or labor to unload. Federal Express, UPS, Airborne Express &amp; DHL are included in this category due to their delivery procedures.</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Uncrated:</td>
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<tr>
<td>Material that is shipped loose or pad-wrapped, and/or unskidded machinery without proper lifting bars or hooks.</td>
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</tbody>
</table>

STRAIGHT TIME: 8:00 A.M. to 4:30 P.M. Monday through Friday

OVERTIME: 4:30 P.M. to 8:00 A.M. Monday through Friday, all day Saturday, Sunday, and Holidays

(Overtime will be applied to all freight received at the warehouse and/or show site that must be moved into or out of booth during above listed times.)

*Additional Surcharges:*

<table>
<thead>
<tr>
<th>Description</th>
<th>Weight</th>
<th>CWT</th>
<th>Price per CWT</th>
<th>Estimated Total Cost (200 lb. Min.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shipment Delivered after Deadline Date (in addition to above rates)</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Warehouse Shipment after Deadline</td>
<td></td>
<td></td>
<td>$ 16.50</td>
<td>33.00</td>
</tr>
<tr>
<td>Show Site Shipment after Deadline</td>
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<td></td>
<td>$ 16.00</td>
<td>32.00</td>
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<tr>
<td>Overtime Charge - Inbound (in addition to above rates)</td>
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<tr>
<td>Warehouse Shipment</td>
<td></td>
<td></td>
<td>$ 16.00</td>
<td>32.00</td>
</tr>
<tr>
<td>Show Site Shipment</td>
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<td></td>
<td>$ 20.75</td>
<td>41.50</td>
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<tr>
<td>Overtime Charge - Outbound (in addition to above rates)</td>
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<td>Warehouse Shipment</td>
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<td></td>
<td>$ 20.75</td>
<td>41.50</td>
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<tr>
<td><strong>Tax</strong></td>
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<td><strong>n/a</strong></td>
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For Assistance, please call 214-634-1463 to speak with one of our experts.

Let Freeman OnLine® estimate your material handling charges for you. Log on to www.freemango.com/store, select your show and click on “Estimate My Material Handling Costs”. From Freeman OnLine® you can print extra shipping labels, get tips on how to package your freight and much more.

For assistance, please call 214-634-1463 to speak with one of our experts.

Let Freeman OnLine® estimate your material handling charges for you. Log on to www.freemango.com/store, select your show and click on “Estimate My Material Handling Costs”. From Freeman OnLine® you can print extra shipping labels, get tips on how to package your freight and much more.
SPECIAL HANDLING DEFINITIONS

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

What is Ground Loading/Unloading?
Vehicles that are not dock height, preventing the use of loading docks, such as U-hauls, flat bed trailers, double drop trailers, company vehicles with trailers that are not dock level, etc.

What is Constricted Space Loading/Unloading?
Trailer loaded “high and tight” shipments that are not easily accessible. Freight is loaded to full capacity of trailer – top to bottom, side to side. One example of this is freight that is loaded down one side of a trailer that must be bypassed to reach targeted freight.

What is Designated Piece Loading/Unloading?
Drivers that require the loading crew to bring multiple pieces of the freight to the rear of the trailer to select the next piece, having to remove freight from the trailer then reload to fit or the trailer must be loaded in a sequence to ensure all items fit.

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

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

What is Alternate Delivery Location?
Alternative delivery location refers to shipments that are delivered by a carrier that requires us to deliver some shipments to different levels in the same building, or to other buildings in the same facility.

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

What does it mean if I have “No Documentation”?
Shipments arrive from a small package carrier (including, among others, Federal Express, UPS, Airborne Express & DHL) without an individual Bill of Lading, requiring additional time, labor and equipment to process.

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

What is the difference between Crated and Uncrated Shipments?
Crated shipments are those that are packed in any type of shipping container that can be unloaded at the dock with no additional handling required. Such containers include crates, fiber cases, cartons, and properly packed skids. An uncrated shipment is material that is shipped loose or pad-wrapped, and/or unskidded without proper lifting bars and hooks.
INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: Texas Home & Garden Show Las Colinas / January 9-11, 2015
COMPANY NAME: BOOTH #:
CONTACT NAME: PHONE #:
E-MAIL ADDRESS:

For Assistance, please call (214) 634-1463 to speak with one of our experts.

OVER-SIZED ITEMS UNLOADING / RELOADING

Deliveries will be accepted at show site ONLY during the following days and times:

- **Wednesday**: January 7, 2015, 1:00 PM - 5:00 PM Section 1
- **Wednesday**: January 7, 2015, 3:00 PM - 5:00 PM Section 2
- **Thursday**: January 8, 2015, 8:00 AM - 3:00 PM Section 3
- **Thursday**: January 8, 2015, 4:00 PM - 6:00 PM Section 4 (No early move in)
- **Friday**: January 9, 2015, 8:00 AM - 12:00 PM Section 5

OVER-SIZED ITEMS SERVICES

PLEASE NOTE: If you ship over-sized, large & bulky items to the advanced warehouse, the Warehouse Shipment - Special Handling Shipment rates will apply. **You must ship these items to show site to take advantage of these discounted rates.**

<table>
<thead>
<tr>
<th>Description</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spas</td>
<td>$100.00 Each</td>
</tr>
<tr>
<td>Swim Spa</td>
<td>$350.00 Each</td>
</tr>
<tr>
<td>Storm Shelters</td>
<td>$109.50 Each</td>
</tr>
<tr>
<td>Barbeque Islands</td>
<td>$150.00 Each</td>
</tr>
<tr>
<td>Small Buildings</td>
<td>$300.00 Each</td>
</tr>
<tr>
<td>Large Buildings</td>
<td>$600.00 Each</td>
</tr>
</tbody>
</table>

Privately Owned Vehicles (POV)

- This service is for those who have **small hand carry items** all of which must fit in a 3’ x 4’ push cart, in one trip only.
- A POV, or privately owned vehicle, is considered to be any vehicle that is primarily designed to transport passengers, not cargo or freight. Examples include pick-ups, passenger vans, taxis, limos, etc.

  - **Inbound**: $96.00 (ST) or $120.00 (OT) per cartload
  - **Outbound**: $96.00 (ST) or $120.00 (OT) per cartload

- **If you arrive with truck/van or trailer filled with exhibit material you will not qualify for this service and materials will be handled by Freeman at their freight handling rates which can be found on the Material Handling form.**
RUSH
DO NOT DELAY
MUST DELIVER BY JANUARY 05, 2015

TO: ________________________________ EXHIBITOR NAME

C/O: FREEMAN
5130 CASH RD
DALLAS, TX 75247

WAREHOUSE
Texas Home & Garden Show Las Colinas

BOOTH NO: _______ NO. _____ OF _____ PCS

THE ABOVE LABELS ARE PROVIDED FOR YOUR CONVENIENCE.
PLACE ONE ON EACH PIECE SHIPPED TO ENSURE PROPER DELIVERY.
IF MORE LABELS ARE NEEDED, COPIES ARE ACCEPTABLE.
THE ABOVE LABELS ARE PROVIDED FOR YOUR CONVENIENCE.
PLACE ONE ON EACH PIECE SHIPPED TO ENSURE PROPER DELIVERY.
IF MORE LABELS ARE NEEDED, COPIES ARE ACCEPTABLE.
EVERY OUTBOUND SHIPMENT WILL REQUIRE A MATERIAL HANDLING AGREEMENT AND LABELS. WE WOULD BE HAPPY TO PREPARE THESE FOR YOU IN ADVANCE AND WILL DELIVER THEM TO YOUR BOOTH AT SHOW SITE TO REVIEW AND SIGN. TO TAKE ADVANTAGE OF THIS SERVICE, PLEASE COMPLETE AND RETURN THIS FORM.

NAME OF SHOW: Texas Home & Garden Show Las Colinas / January 9-11, 2015
COMPANY NAME:  
BOOTH #:  
BOOTH SIZE:  
CONTACT NAME:  
PHONE #:  
E-MAIL ADDRESS:  

For Assistance, please call (214) 634-1463 to speak with one of our experts.

For fast, easy ordering, go to www.freemanco.com/store

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

### SHIPPING INFORMATION

<table>
<thead>
<tr>
<th>FROM: SHIPPER/EXHIBITOR NAME:</th>
<th>BILLING ADDRESS:</th>
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<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>CITY:</td>
<td>STATE/PROVINCE:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SHIP TO: COMPANY NAME:</th>
<th>DELIVERY ADDRESS:</th>
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<tbody>
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</tr>
<tr>
<td>CITY:</td>
<td>STATE/PROVINCE:</td>
</tr>
<tr>
<td>PHONE#:</td>
<td>ATTN:</td>
</tr>
</tbody>
</table>

### SPECIAL INSTRUCTIONS:

Once your shipment is packed and ready to be picked up, please return the Material Handling Agreement to the Exhibitor Services Center.

Verify the piece count, weight and that a signature is on the Material Handling Agreement prior to shipping out.

### METHOD OF SHIPMENT

PLEASE CHECK DESIRED METHOD OF SHIPMENT BELOW

- [ ] FREEMAN EXHIBIT TRANSPORTATION
  - [ ] 1 Day: Delivery next business day
  - [ ] 2 Day: Delivery by 5:00 P.M. second business day
  - [ ] Expedited
  - [ ] Deferred: Delivery within 3-4 business days
  - [ ] Standard Ground
  - [ ] Specialized: Pad wrapped, uncrated, or truckload

- [ ] OTHER COMMON CARRIER

- [ ] OTHER VAN LINE

- [ ] OTHER AIR FREIGHT
  - [ ] Next Day
  - [ ] 2nd Day
  - [ ] Deferred

CARRIER PHONE #:  

DESIRED NUMBER OF LABELS:  

05/10 (298500)
NAME OF SHOW: ____________________________________________  
COMPANY NAME _______________________________________________  
CONTACT NAME: ________________________________________________  
PHONE #: _________________________  
E-MAIL ADDRESS _______________________________________________________________________________________

**BOOTH PACKAGE**

- Take advantage of the cost savings of these booth packages.  
- After DECEMBER 22, 2014, these furnishings will need to be ordered at the standard rate.  
- No Substitutions Please

<table>
<thead>
<tr>
<th>Size</th>
<th>Description</th>
<th>Discount Price</th>
<th>Standard Price</th>
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<tbody>
<tr>
<td>10’x10’</td>
<td>1 - 6’ x 30” Black Skirted Table</td>
<td>$ 214.50</td>
<td>$ 278.85</td>
</tr>
<tr>
<td></td>
<td>2 - Limerick Chairs</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>1 - Wastebasket</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>1 - 9’ x 10’ Tuxedo Carpet</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Size</th>
<th>Description</th>
<th>Discount Price</th>
<th>Standard Price</th>
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</thead>
<tbody>
<tr>
<td>10’x20’</td>
<td>2 - 6’ x 30” Black Skirted Tables</td>
<td>$ 429.00</td>
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<tr>
<td></td>
<td>4 - Limerick Chairs</td>
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<td></td>
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<tr>
<td></td>
<td>2 - Wastebaskets</td>
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<td></td>
</tr>
<tr>
<td></td>
<td>1 - 9’ x 20’ Tuxedo Carpet</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL COST**

Sub-Total __________________ + Tax (8.25%) __________________ = TOTAL __________________
When it comes to basic seating needs, look no further than Freeman. Our wide array of well-designed modern chairs, armchairs and stools will serve any exhibitor’s show space requirements.

**diva series**
Natural blonde wood and matte chrome finish highlight this sleek Italian design.

**diva counter stool**
17"W 16"L 36"H – N71092
The intermediate 25" seating height makes this stool ideal for theater or demo areas.

**diva chair**
18"W 16"L 31"H – N71091
A natural complement to modern exhibit designs.

**gray gaslift stool**
24"W 20"L 46"H
With Arms – N71048
No Arms – N71047

**gray gaslift chair**
26"W 20"L 38"H
With Arms – N71046
No Arms – N71045

Telescoping height adjustment; five-caster base rolls with ease.
seating

**cherry barrel chair**
*Cranberry or Taupe*
23"W 22"L 29"H – N71038
Traditional style in a cherry finish with classic fabric pattern options.

**executive chair**
*Black Tweed*
28"W 25"L 45"H – N71044

**black diamond side chair**
21"W 23"L 32"H – N71089

**black diamond armchair**
20"W 21"L 33"H – N71090

**diplomat chair**
*Black Diamond Fabric*
25"W 28"L 36"H – N710144
Comfortable, yet compact for office or conference table seating.

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freemanco.com.
seating

limerick® stool by Herman Miller
Gray
18"W 17.75"L 44"H – C210109

limerick® chair by Herman Miller
Gray
18"W 17.75"L 33"H – C210108

black diamond stool
22"W 18"L 46"H – N71088

lounge seating

Give your exhibit a casual yet practical look with Freeman’s superior lounge seating. Pick from a large selection of couches, loveseats, chairs and barstools that are sure to take your exhibit design to the next level.

signature loveseat
Black
33"W 60"L 33"H – N73091
Deeply comfortable sofa-style seating in a sleek, contemporary shape.

signature chair
Black
33"W 35"L 33"H – N71093

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freemanco.com.
What Freeman always brings to the table is professionalism, and nothing says more about your meeting space and/or show site than your surfaces and tabletops. Choose from modern glass conference tables, traditional cocktail, end tables and much more.

**glass conference table**
*Black or Chrome Pedestal*
42"W 42"L 30"H – N72015
Rounded square glass top is supported by stylish metal frame in a choice of two colors.

**cherry cocktail table**
19"W 36"L 17"H – N72026

**cherry end table**
20"W 20"L 20"H – N72027

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freemanco.com.
tables

pedestal tables
A range of table-top sizes and materials with pedestals in various heights to fit any space.

soho series
- Black-Top Mini 18" Round 18"H N72066
- Black-Top Café 24" Round 30"H N72069
- Black-Top Bistro 24" Round 42"H N72070
- Black-Top Café 36" Round 30"H N72067
- Black-Top Bistro 36" Round 42"H N72068

chelsea series
- Butcher Block-Top Café 30" Round 30"H N72063
  36" Round 30"H N72064
- Butcher Block-Top Bistro 30" Round 42"H N720163
  36" Round 42"H N720164

metro series
- Black

slate end table
20"W 20"L 17"H – N72029

slate cocktail table
20"W 40"L 15"H – N72028

studio series

black end table
17"W 17"L 18"H – C115104

black cocktail table
36"W 20"L 15"H – C115103

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freemanco.com.
When it’s time to set up office, Freeman offers a wide selection of superior, professional pieces in eye-catching shapes and styles to suit any budget and/or design essential. From classic credenzas and bookcases to professional seating, we’ve got all your office furniture requirements.

office series
Cherry or Oak

five-foot desk
30"W 60"L 30"H
Cherry – N74061
Oak – N74071

credenza
16"W 60"L 30"H
Cherry – N74064
Oak – N74074

bookcase
12"W 36"L 72"H
Cherry – N74065
Oak – N74075

milano table
42"W 84"L 29"H
Blonde Top with Black Base – N72093
Black Top with Black Base – N72092

Freeman’s latest seven-foot conference table, featuring clean curved lines and a wealth of work space.

luna table
36"W 72"L 29"H
Black Top with Black Base – N72094

This contemporary six-foot conference table or writing desk comes with a black laminate top.

hemingway writing table
Black
24"W 49"L 29"H – N720191

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freemanco.com.
Some of the most essential elements of your exhibit are the surfaces on which you display your show materials. That’s why we have an appealing variety of displays, from standing cylinders to sleek computer desks to draped table counters, to ensure your show space will be both attractive and interactive.

**draped or undraped table counters**

Colored draping includes white vinyl top and pleated skirt on three sides. Fourth-side draping is available. Undraped tables include white vinyl tops.

<table>
<thead>
<tr>
<th>tables (30” height)</th>
<th>3’</th>
<th>4’</th>
<th>6’</th>
<th>8’</th>
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<tr>
<td>Draped</td>
<td>C130330</td>
<td>C130430</td>
<td>C130630</td>
<td>C130830</td>
</tr>
<tr>
<td>Draped on fourth side</td>
<td>C131330</td>
<td>C131430</td>
<td>C131630</td>
<td>C131830</td>
</tr>
<tr>
<td>Undraped</td>
<td>C131342</td>
<td>C131442</td>
<td>C131642</td>
<td>C131842</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>counters (42” height)</th>
<th>3’</th>
<th>4’</th>
<th>6’</th>
<th>8’</th>
</tr>
</thead>
<tbody>
<tr>
<td>Draped</td>
<td>C130342</td>
<td>C130442</td>
<td>C130642</td>
<td>C130842</td>
</tr>
<tr>
<td>Draped on fourth side</td>
<td>C131342</td>
<td>C131442</td>
<td>C131642</td>
<td>C131842</td>
</tr>
<tr>
<td>Undraped</td>
<td>C131342</td>
<td>C131442</td>
<td>C131642</td>
<td>C131842</td>
</tr>
</tbody>
</table>

Table-top risers are also available in a variety of sizes. See order form for details.

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freemanco.com.
display

display cubes
Black

12" small
12"W 12"L 42"H – N75030

18" medium
18"W 18"L 36"H – N75031

24" large
24"W 24"L 42"H – N75032

display cylinders
Black

low
30"W 15"H – N75020

medium
18"W 20"H – N75021

high
24"W 36"H – N75022

display counter
Black
24"W 49"L 42"H – N75056

orion computer kiosk
Black
28"L 28"D 40.5"H – N75079

Pedestal for computer demo with keyboard tray and interior storage. (Computer not included.)

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freemanco.com.
We know that every exhibit is different and requires certain pieces that may be hard to find. That’s why we offer an assortment of accessories that will meet your needs, from literature racks to bulletin boards to refrigerators and file cabinets. No matter the requirement, your exhibit will always stand out with these striking and functional pieces.

**accessories**

a. **chrome stanchion with 8’ retractable belt**  
   42”H – C220121

b. **chrome sign holder**  
   Holds 22”x 28” sign – C220118

c. **round literature rack**  
   17”W 17”L 57”H – N750135  
   Revolving black display holds printed materials for easy access from 20 pockets.

d. **flat literature rack**  
   10”W 55”H – N750136  
   Forward-facing black display presents printed materials in six pockets.

e. **chrome coat tree**  
   C220109

f. **chrome easel**  
   C220134

g. **chrome bag rack**  
   C220110

**special draping**  
*(not pictured)*  
Special drape is available in a variety of colors. Refer to the order form for details.
accessories

file cabinet with lock
Standard Size

two-drawer
15"W 29"L 28"H – N74082

four-drawer
15"W 29"L 50"H – N74081

floor-standing bulletin board
48"W 96"L 78"H – C10201484

table lamp*
Black
25"H – N75052

small refrigerator*
19"W 19"L 34"H – N75057

wastebasket
Wastebasket color may vary.
C220107

corrugated wastebasket
C220106

*Note: Electrical power must be ordered separately.
seating

Sit back and relax – your search for comfortable seating is over. Choose from a sleek selection of sofas, loveseats and chairs that are sure to take your exhibit design to the next level.

**lisbon**

- **chair**
  *Black Leather*
  40”L 36”D 34”H – 81011

- **loveseat**
  *Black Leather*
  64”L 36”D 34”H – 8303

- **sofa**
  *Black Leather*
  88”L 36”D 34”H – 8302

**newport**

possible configurations:

- Armless chair
- Corner chair
- Loveseat

- **loveseat**
  *Charcoal Leather*
  54”L 34”D 33”H – 8308

- **armless chair**
  *Charcoal Leather*
  24”L 34”D 33”H – 8109

- **corner chair**
  *Charcoal Leather*
  34”L 34”D 33”H – 81010

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freemanco.com.
south beach

possible configurations (featuring the half round ottomans from page 5):

sofa
Platinum Suede
69”L 29”D 33”H – 8301

ottoman
Platinum Suede
25”L 31”D 18”H – 8151

key west

loveseat
Black Fabric
57”L 35”D 33”H – 8307

sofa
Black Fabric
85”L 35”D 33”H – 8306

tub chair
Black Fabric
31”L 31”D 31”H – 8103

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freemanco.com.
Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freemanco.com.
casual seating

Look no further for a great variety of informal, modern seating options. Here you will find chairs, sofas, stools, ottomans – even sophisticated bar sets – that turn exhibits into destinations.

ottomans

**square ottoman**
Black Leather – 8154
White Leather – 8152
40”L 40”D 17”H

**half round ottoman**
White Leather – 81514
Black Leather – 81513
72”L 36”D 17”H

**bench ottoman**
Black Leather – 8155
White Leather – 8153
60”L 24”D 17”H

**leather cube**
Black Leather – 81512
White Leather – 81511
17”L 17”D 18”H

**edge LED cube**
High Density Plastic
20”L 20”D 20”H – 81526

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freemanco.com.
ottomans

vibe cube
Blue Vinyl – 81518
Pink Vinyl – 81520
Red Vinyl – 81519
Yellow Vinyl – 81517
Orange Vinyl – 81525
18”L 18”D 18”H

occasional chairs

madrid chair
Black Leather/Chrome
30”L 30”D 31”H – 8102

madrid chair
White Leather/Chrome
30”L 30”D 31”H – 810816

meeting chair (espresso)
Bonded Leather/Wood Legs
25.5”L 23.5”D 34”H – 810835

meeting chair (taupe)
Microfiber/Wood Legs
25.5”L 23.5”D 34”H – 810836

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freemanco.com.
occasional chairs

**t-vac chair**  
*Translucent/Chrome Legs*  
25”L 23”D 30”H – 8101

**globus occasional chair**  
*White Vinyl/Chrome Base*  
28”L 26”D 28”H – 810819

**ICE side chair**  
*Transparent/Chrome Legs*  
17.25”L 20”D 32”H – 810814

**fusion chair (black/white)**  
*White/Black High Density Plastic*  
19”L 21”D 32”H – 810838

**christopher chair**  
*White Vinyl/Chrome*  
17”L 19”D 35”H – 810846

**iso mesh pull-up chair**  
*Black Vinyl/Black Steel*  
26”L 24”D 38”H – 810707
occasional chairs

**razor armless chair**
High Density Plastic
15.38” L 15.5” D 30.5” H – 810837

**new york chair**
Onyx/Maple Wood/Chrome
23” L 32” D 33” H – 81090

**panton chair**
White Plastic
20” L 24” D 33” H – 81017

**jetson chair**
Black Vinyl/Black Steel
19” L 18” D 31” H – 810702

**berlin stack chair**
White & Red Plastic/Chrome – 810811
White & Black Plastic/Chrome – 810810
18” L 22” D 32” H

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freemanco.com.
conference chairs

luxor executive chair
Black Leather
27”L 28”D 47”H
Adjustable – 810807

tilt executive chair
Onyx Fabric
26”L 25”D 34”H – 81075

pro executive chair
White Vinyl
27.5”L 27.5”D 45.7”H – 810844

perth highback chair
Black Leather/Chrome
23”L 21”D 43”H
Adjustable – 810813
conference chairs

**altura conference/guest chair**  
*Black Fabric/Black Steel*  
25”L 20”D 34”H – 81063

**altura junior executive chair**  
*Black Fabric*  
25”L 25”D 37”H  
Adjustable – 81073

**flex chair**  
*Black Plastic/Chrome*  
24”L 22”D 31”H – 81018

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to [www.freemanco.com](http://www.freemanco.com).
bars & barstools

**martini bar**
Gray metal rounded bar with frosted glass top and chrome legs
67”L 50”D 47”H – Radius 76.5” – 8501

possible configurations:

**lift barstool**
Gray Vinyl/Chrome
15” Round 23-33.5”H
Adjustable – 810842

**ICE barstool**
Transparent/Chrome Legs
16.75”L 16”D 37.75”H – 810815

Tables in coordinating colors are available upon request.

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freemanco.com.
bars & barstools

**ohio barstool**
Gray Fabric/Chrome – 810100
Red Fabric/Chrome – 810101
Black Fabric/Chrome – 810102
18” Round 31”H Adjustable

**jetson barstool**
Black Vinyl/Black Steel
18”L 19”D 29”H – 810706

**shark swivel barstool**
White Plastic/Chrome
22”L 19”D 34-44”H
Adjustable – 810202

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freemanco.com.
bars & barstools

**oslo barstool**  
*Blue Plastic/Chrome – 810200*  
*White Plastic/Chrome – 810201*  
17”L 20”D 30”H

**zoey barstool**  
*Vinyl/Chrome*  
15”L 17”D 31-35”H – 810834

**banana barstool**  
*White Vinyl/Chrome – 810103*  
*Black Vinyl/Chrome – 810104*  
21”L 22”D 30”H

**gin barstool**  
*Maple Wood/Chrome*  
16”L 16”D 29”H – 810505

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freemanco.com.
tables

Bring professionalism to the table with our sleek variety of surfaces and tabletops. Choose from modern glass tops and more.

occasional end & cocktail tables

**mosaic table (set of 3)**
*Metal/Wood – 820846*
12”L 14”D 16”H
16.5”L 15”D 18”H
20.5”L 16”D 20”H

**candy table**
*White Plastic/Black Laminated*
18”L 18”D 18”H – 82056

**aura round table**
*White Metal*
15” Round 22”H – 820844

**edge LED lighted table**
*White Plastic/Clear Acrylic*
20”L 20”D 20”H – 82057
## occasional end & cocktail tables

### silverado

**end table**
Tempered Glass/Painted Steel
24” Round 22”H – 82015

**table**
Tempered Glass/Painted Steel
36” Round 17”H – 82014

### inspiration

**end table**
Tempered Glass/Painted Steel
24” L 28”D 22”H – 82023

**table**
Tempered Glass/Painted Steel
42”L 28”D 18”H – 82022

### geo

**end table**
Glass/Black Steel – 82025
Glass/Chrome – 82035
26”L 26”D 20”H

**table**
Glass/Black Steel – 82024
Glass/Chrome – 82034
50”L 22”D 16”H

### sydney

**end table**
Black Laminate/Brushed Steel – 82054
White Laminate/Brushed Steel – 82055
27”L 23”D 22”H

**table**
Black Laminate/Brushed Steel – 82052
White Laminate/Brushed Steel – 82053
48”L 24”D 18”H
conference tables

nova white oval table
White Laminate/Chrome
71”L 35.5”D 29”H – 82060

geo conference table
Glass/Black Steel – 82041
Glass/Chrome – 82051
60”L 36”D 29”H

communal table (maple with grommets)
Laminate/Metal
72”L 26”D 30”H – 82058
72”L 26”D 42”H – 82059

manhattan table
Glass/Black Steel
42” Round 29”H – 82033

communal table (maple)
Laminate/Metal
72”L 26”D 30”H – 82067
72”L 26”D 42”H – 82068

communal table (white)
Laminate/Metal
72”L 26”D 30”H – 82063
72”L 26”D 42”H – 82066
Want to stand out from the crowd? Our new Rustique collection consisting of tables, chairs and barstools can add texture, style and charm to any space.

**E Table**

*Wood*

15.5”L 21.5”D 21”H – 820845

Some configurations require two tables. Only one table per order.

**Rustique Chair with Arms**

*Gunmetal*

20”L 18”D 31”H – 810841

**Rustique Barstool**

*Gunmetal*

13”L 13”D 30”H – 810839

**Timber Table**

*Wood*

16” Round 27.5”D 17”H – 820843

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freemanco.com.
product display

etagere
Black – 850604
Silver – 850605
30”L 16”D 70”H

locking door pedestal
Black Laminate
24”L 24”D 42”H – 85078

lighting

mason table lamp*
White/Brushed Silver
16” Round 26”H – 850707

mason floor lamp*
White/Brushed Silver
18” Round 55”H – 850708

refrigerators

refrigerator*
White
14.0 cubic feet
20”L 30”D 65”H – 8503001

*Electrical power must be ordered separately.
tablet stand

**mobile tablet stand**

*White – 850714
Black – 850715
14”L 13”D 44.5”H*

The Mobile Tablet Stand will adjust to fit any tablet with dimensions of at least 6.75”x 9.375” but not larger than 8.5”x12.5”, including Apple iPad, Samsung Galaxy Tab and Lenovo IdeaPad.

tablet stand accessories

**brochure holder***

*Black – 850711
8.625”L 1.1”D 11.325”H*

**wireless printer holder***

*Black – 850712
3.3”L 1.9”D 5.28”H*

**charging shelf***

*Black – 850713
14.85”L 7.17”D 1”H*

*To be ordered with the tablet stand.

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freemanco.com.
NAME OF SHOW: Texas Home & Garden Show Las Colinas / January 9-11, 2015

For Assistance, please call (214) 634-1463 to speak with one of our experts.

For fast, easy ordering, go to www.freemanco.com/store

Remember to select a color for items with checkboxes. A color will be selected for you if not indicated.
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**DISPLAY FURNITURE**

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**ACCESSORIES**

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**Special Drape**

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<td>16.50</td>
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<td>Special Drape 8'H (per ft.)</td>
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**TOTAL COST**

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NAME OF SHOW: Texas Home & Garden Show Las Colinas / January 9-11, 2015

For Assistance, please call (214) 634-1463 to speak with one of our experts.

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| CASUAL SEATING                                                        |     |        |                 |              |                |                |          |
| Ottomans                                                              |     |        |                 |              |                |                |          |
|                                                                       |     | 8154   | Square - Black Leather      | 262.00       | 288.20         | 366.80         |          |
|                                                                       |     | 8152   | Square - White Leather      | 262.00       | 288.20         | 366.80         |          |
|                                                                       |     | 8155   | Bench - Black Leather       | 315.00       | 346.50         | 441.00         |          |
|                                                                       |     | 8153   | Bench - White Leather       | 315.00       | 346.50         | 441.00         |          |
|                                                                       |     | 81513  | Half Round - Black Leather  | 328.00       | 360.80         | 459.20         |          |
|                                                                       |     | 81514  | Half Round - White Leather  | 328.00       | 360.80         | 459.20         |          |
| Cubes                                                                 |     |        |                 |              |                |                |          |
|                                                                       |     | 81518  | Vibe - Blue Vinyl          | 117.00       | 128.70         | 163.80         |          |
|                                                                       |     | 81520  | Vibe - Pink Vinyl          | 117.00       | 128.70         | 163.80         |          |
|                                                                       |     | 81519  | Vibe - Red Vinyl           | 117.00       | 128.70         | 163.80         |          |
|                                                                       |     | 81517  | Vibe - Yellow Vinyl        | 117.00       | 128.70         | 163.80         |          |
|                                                                       |     | 81525  | Vibe - OrangeVinyl         | 117.00       | 128.70         | 163.80         |          |
|                                                                       |     | 81511  | Leather Cube - White Leather| 91.00        | 100.10         | 127.40         |          |
|                                                                       |     | 81512  | Leather Cube - Black Leather| 91.00        | 100.10         | 127.40         |          |
|                                                                       |     | 81526  | Edge LED Cube             | 167.00       | 183.70         | 233.80         |          |
**Occasional Chairs**

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**Bars & Bar Stools**

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NAME OF SHOW: Texas Home & Garden Show Las Colinas / January 9-11, 2015

COMPANY NAME:  

CONTACT NAME:  

PHONE #:  

E-MAIL ADDRESS:  

For Assistance, please call (214) 634-1463 to speak with one of our experts.

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PRODUCT DISPLAYS, TABLET STANDS AND MORE

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TOTAL COST

Sub-Total 8.25% Tax Total Cost

---

07/14 (298500) 5613
**Texas Home & Garden Show Las Colinas / January 9-11, 2015**

**NAME OF SHOW:** ________________________________________________________________________________________

**COMPANY NAME:** _____________________________________________________ **BOOTH #:** _________________________

**CONTACT NAME:** ______________________________________________________ **PHONE #:** _________________________

**E-MAIL ADDRESS** _______________________________________________________________________________________

For Assistance, please call 214-634-1463 to speak with one of our experts.

---

### PERFBOARD / BULLETIN BOARD

- **Straight Hook**
- **J-Hook**
- **Single Hook**
- **Double Hook**

**PERFBOARD - SINGLE SIDED**

- All Boards Are Gray Fabric & Double Sided

**BULLETIN BOARD**

*Please circle choice of Perfboard*

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<td>1030408</td>
<td>8&quot; Single Hook (for grids)</td>
<td>1.20</td>
<td>1.32</td>
</tr>
</tbody>
</table>

---

### SHOWCASES

**Choose Pad Color:** *Please circle color for pads:

- **GRAY**
- **BLACK**
- **BLUE**

- **CORNER SHOWCASE:** 387.00 99.00 126.00

**Adjacent Aisle or Booth #**

---

### ACCESSORIES

- **Fish Bowl**
- **Ticket Tumbler - Small**
- **Garment Rack**
- **Waterfall Garment Rack**

---

**TOTAL COST**

<table>
<thead>
<tr>
<th>Sub-Total (8.25%) + Tax (8.25%)</th>
<th>TOTAL</th>
</tr>
</thead>
</table>

---

For fast, easy ordering, go to www.freemanco.com/store.

For more information: 8801 Ambassador Row, Dallas, TX 75247

(214) 634-1463 • Fax: (469) 621-5601

FreemanDallasES@freemanco.com

---

Take advantage of the Online price by ordering online at www.freemanco.com/store before DECEMBER 22, 2014.
When it comes to making your exhibit stand out on the show floor, we have you covered. Freeman offers several color options in both Classic and Prestige carpet designed to fit the requirements of your exhibit space.

- Freeman uses only colorfast carpet, making it a consistent, matching shade every time
- All Classic and Prestige carpets contain recycled content and are recyclable
- Our carpet padding consists of 95-100% recycled urethane foam and is also 100% recyclable according to the manufacturers specifications

**Prestige Carpet**

Freeman’s Prestige carpet combines plush comfort with durable soil and stain resistance, perfect for high-traffic areas. Five popular colors are available in a luxurious 40-ounce weight and all nine designer colors are available in a 28-ounce weight.

Freeman’s Prestige carpet packages include new, 10-foot-wide carpet, delivery, Visqueen covering, installation, carpet tape, carpet removal and all carpet material handling fees. Price includes environmentally friendly disposal of carpet after usage. Foam carpet padding is available for a minimal fee. If you have a large order, please contact us to see if volume discounts may apply.

**Custom Options**

Prestige carpets can also be customized to fit your exhibit needs with unique logos, patterns and borders. Call the phone number on the Quick Facts for assistance.

*Color(s) available in both 28 oz. and 40 oz.
Actual color(s) may vary slightly.*
custom cut
Freeman Classic carpet is available in a range of colors and includes delivery, Visqueen covering, installation, carpet tape, carpet removal and all carpet material handling fees. Foam carpet padding is available for a minimal fee. If you have a large order, please contact us to see if volume discounts may apply.

standard cut
Our Classic carpet comes in a variety of sizes: 9’ x 10’, 9’ x 20’, 9’ x 30’, 9’ x 40’ and larger. Prices include delivery, installation, carpet tape, carpet removal and all carpet material handling fees. Foam carpet padding and Visqueen covering are available for a minimal fee.

questions?
Call customer service at the number listed on the Quick Facts. For fast, easy ordering, visit us at www.freemanco.com.

Actual color(s) may vary slightly.
NAME OF SHOW: Texas Home & Garden Show Las Colinas / January 9-11, 2015

COMPANY NAME:  
CONTACT NAME:  
E-MAIL ADDRESS:  

For Assistance, please call (214) 634-1463 to speak with one of our experts.

*All Classic and Prestige carpets contain recycled content and are recyclable.

For fast, easy ordering, go to www.freemanco.com/store

PRESTIGE CARPET - includes plastic covering, delivery, material handling, installation and removal

* Guaranteed new, high quality carpet available in a variety of designer colors.

CHOOSE YOUR CARPET COLOR - 40 oz. Carpet:

40 oz. Carpet Rental - Price per sq. ft. (100 sq. ft. minimum)

<table>
<thead>
<tr>
<th>Description</th>
<th>Price per sq. ft. (100 sq. ft. minimum)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 - 700 sq. ft.</td>
<td>$3.60</td>
</tr>
<tr>
<td>701 - 1200 sq. ft.</td>
<td>$3.35</td>
</tr>
</tbody>
</table>

CHOOSE YOUR CARPET COLOR - 28 oz. Carpet:

28 oz. Carpet Rental - Price per sq. ft. (100 sq. ft. minimum)

<table>
<thead>
<tr>
<th>Description</th>
<th>Price per sq. ft. (100 sq. ft. minimum)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 - 700 sq. ft.</td>
<td>$3.25</td>
</tr>
<tr>
<td>701 - 1200 sq. ft.</td>
<td>$2.85</td>
</tr>
</tbody>
</table>

CUSTOM CUT CLASSIC CARPET - includes plastic covering, delivery, material handling, installation and removal

* Our Custom Cut Classic Carpeting is available in custom cut sizes, and in a variety of standard colors.

CHOOSE YOUR CARPET COLOR:

CHOOSE YOUR CARPET COLOR:

CLASSIC CARPET - includes delivery, material handling, installation and removal

* Our 16 oz. Classic Carpeting is available in a variety of standard colors in the following standard sizes.

CHOOSE YOUR CARPET COLOR:

CARPET PADDING AND PLASTIC COVERING - includes delivery, material handling, installation and removal

<table>
<thead>
<tr>
<th>Description</th>
<th>Price per sq. ft. (100 sq. ft. minimum)</th>
</tr>
</thead>
<tbody>
<tr>
<td>6 oz. Carpet Padding</td>
<td>$0.80</td>
</tr>
</tbody>
</table>

**All utility lines must be installed before carpet installation. Utilities should be ordered in advance.**

Take advantage of the Online price by ordering at www.freemanco.com/store before DECEMBER 22, 2014
For Assistance, please call (214) 634-1463 to speak with one of our experts.

For fast, easy ordering, go to www.freemanco.com/store

**CLEANING SERVICES**

- Prices are based on total square footage of booth regardless of area to be cleaned.
- 100 sq. ft. minimum.
- Our exclusive cleaning contract for this show will not permit other service contractors, including exhibitor appointed contractors to provide this service.

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

### VACUUMING (per sq. ft. - 100 sq. ft. minimum)

<table>
<thead>
<tr>
<th>Qty (sq. ft.)</th>
<th>Part #</th>
<th>Description</th>
<th>Advance Price</th>
<th>Show Site Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>610100</td>
<td>Booth Vacuuming - One Time</td>
<td>.36</td>
<td>.50</td>
<td></td>
<td></td>
</tr>
<tr>
<td>610200</td>
<td>Booth Vacuuming - 2 Days</td>
<td>.63</td>
<td>.90</td>
<td></td>
<td></td>
</tr>
<tr>
<td>610300</td>
<td>Booth Vacuuming - 3 Days</td>
<td>.94</td>
<td>1.30</td>
<td></td>
<td></td>
</tr>
<tr>
<td>610400</td>
<td>Booth Vacuuming - 4 Days</td>
<td>N/A</td>
<td>N/A</td>
<td></td>
<td></td>
</tr>
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</table>

### SHAMPOOING (per sq ft - 100 sq ft minimum)

<table>
<thead>
<tr>
<th>Qty (sq. ft.)</th>
<th>Part #</th>
<th>Description</th>
<th>Advance Price</th>
<th>Show Site Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>630100</td>
<td>Shampoo Carpet - One Time</td>
<td>.56</td>
<td>.80</td>
<td></td>
<td></td>
</tr>
<tr>
<td>630200</td>
<td>Shampoo Carpet - 2 Days</td>
<td>N/A</td>
<td>N/A</td>
<td></td>
<td></td>
</tr>
<tr>
<td>630300</td>
<td>Shampoo Carpet - 3 Days</td>
<td>N/A</td>
<td>N/A</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### PORTER SERVICE (per day)

* Includes emptying of your booth's wastebasket(s) and policing of your exhibit area at two-hour intervals during show hours.

<table>
<thead>
<tr>
<th>Qty (# days)</th>
<th>Part #</th>
<th>Description</th>
<th>Advance Price</th>
<th>Show Site Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>620500</td>
<td>Exhibit Area / Under 500 sq.ft.</td>
<td>70.00</td>
<td>98.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6201500</td>
<td>Exhibit Area / 501 - 1,500 sq. ft.</td>
<td>91.00</td>
<td>127.40</td>
<td></td>
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</tr>
<tr>
<td>6202500</td>
<td>Exhibit Area / 1,501 - 2,500 sq. ft.</td>
<td>117.00</td>
<td>163.80</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6203500</td>
<td>Exhibit Area / Over 2,500 sq.ft.</td>
<td>Call for Quote</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL COST**

- Sub-Total + 8.25% Tax = Total Cost
RENTAL exhibits

Questions? All packages can be customized or modified, depending on your specific requirements.
To speak with an Exhibitor Sales specialist, or for custom components, call the number listed on Quick Facts.
For fast, easy ordering, go to www.freemanco.com
* All exhibits include: installation & dismantle of exhibit, material handling of exhibit, classic carpet with nightly vacuuming, 2 arm lights (per 10’ unit), power (500 watts) for lights ONLY and labor to hang arm lights.

### Color Options - Classic Carpet
- black
- blue
- gray
- green
- red
- plum
- tuxedo
- latte
- red pepper

### Color Options - Fabric and Hardwall Panels
- black fabric
- blue fabric
- gray fabric
- white hardwall
- white perfboard

### Upgrades available for under $500
- Slatwall & Shelves
- Black Metal
- Graphics & Custom Logo
Upgraded Color Options - Prestige Carpet

- black*
- cardinal
- charcoal*
- cream
- gray pearl*
- navy*
- toast
- wedgewood
- white*

*Colors available in both 28 oz. and 40 oz.

Questions?

All packages can be customized or modified. To speak with an Exhibitor Sales specialist, call the number listed on Quick Facts. For additional custom examples visit the link below.

To view additional custom designs

- Cabinets & Counters
- Colored Panels

www.freemanco.com/customexhibits
All Exhibits Include: installation & dismantle of exhibit, material handling of exhibit, 9’ x 10’ or 9’ x 20’ classic carpet with nightly vacuuming, 2 arm lights (per 10’ unit), power (500 watts) for lights ONLY and labor to hang arm lights.

To place your order, please check the appropriate box and complete the remaining selections at the bottom of the form.

RENTAL EXHIBITS

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
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<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2,300.00</td>
<td>3,220.00</td>
<td>2,500.00</td>
<td>3,500.00</td>
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<tr>
<td>2</td>
<td>2,000.00</td>
<td>2,800.00</td>
<td>2,500.00</td>
<td>3,500.00</td>
</tr>
<tr>
<td>3</td>
<td>2,500.00</td>
<td>3,500.00</td>
<td>3,950.00</td>
<td>5,530.00</td>
</tr>
<tr>
<td>4</td>
<td>2,500.00</td>
<td>3,500.00</td>
<td>3,950.00</td>
<td>5,530.00</td>
</tr>
<tr>
<td>5</td>
<td>2,300.00</td>
<td>3,220.00</td>
<td>3,950.00</td>
<td>5,530.00</td>
</tr>
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<td>2,300.00</td>
<td>3,220.00</td>
<td>3,950.00</td>
<td>5,530.00</td>
</tr>
</tbody>
</table>

CHOOSE YOUR PANEL

☐ Black Fabric ☐ Blue Fabric ☐ Gray Fabric ☐ White Hardwall ☐ White Perfboard

CARPET

Our Classic Carpet and nightly vacuuming are included in the price of your Rental Exhibit. The following colors are available:

Check color choice

☐ Black ☐ Midnight Blue ☐ Blue ☐ Gray ☐ Green ☐ Red ☐ Red Pepper ☐ Latte ☐ Tuxedo

You may want to add padding or upgrade your carpet to one of our 15 designer colors in our PRESTIGE carpet line. Now available in 28 oz. and 40 oz. weight. Refer to our enclosed Carpet order form for color selections and pricing.

Our carpet padding consists of 95 - 100% recycled urethane foam and is also 100% recyclable according to the manufacturer’s specifications. Our plastic floor covering contains up to 60% recyclable content.

LIGHTING

Each Rental Exhibit includes 2 Arm Lights (per 10’ unit).

Note: Power and labor to hang the lights are included in our standard rental exhibit package price. Power consumption not to exceed 500 Watts.

Additional power must be ordered separately.

HEADER IDENTIFICATION SIGN

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

☐ Black ☐ Blue ☐ Brown ☐ Burgundy ☐ PMS Color ☐ Font Type
☐ Red ☐ Teal ☐ White ☐ Dark Green

*Unless font type is indicated, Helvetica will be used.

ENHANCE YOUR EXHIBIT

Enhance your exhibit and have an Exhibitor Sales Specialist contact you for pricing by checking any of the following boxes:

☐ Slatwall & Shelves ☐ Cabinets & Counters ☐ Specialty Colored Metal ☐ Recyclable Graphics
☐ Colored Panels ☐ Creating a Custom Exhibit ☐ Graphics & Custom Logo ☐ White Eco-Board

The product offered has recyclable content or has eco-friendly attributes and is 100% recyclable according to manufacturer’s specifications.

TOTAL COST

Sub-Total + 8.25% Tax = Total Cost
NAME OF SHOW: Texas Home & Garden Show Las Colinas / January 9-11, 2015

COMPANY NAME:  

CONTACT NAME:  

E-MAIL ADDRESS:  

For Assistance, please call (214) 634-1463 to speak with one of our experts.

For fast, easy ordering, go to www.freemanco.com/store

Rental Units Include:
- Draped Table (select color below)
- Classic Carpet 9’ X 10’ (select color below)
- Installation & Dismantle of Exhibit
- Material Handling of Exhibit
- Nightly Vacuuming
- 1-200 Watt Halogen Light (Power (500 watts) for LIGHTS only and Labor to hang lights)

Purchase Units Include:
- Header Identification Sign - (white with black text) Indicate copy below:

Fabric Panel Colors for All Units:
- Black  
- Gray  

Additional Fabric Panel Colors for Purchase Units Only:
- Blaze Red
- Blueberry
- Emerald
- Silver

9’ x 10’ Classic Carpet:  
- Black  
- Blue  
- Green  
- Red  
- Gray  
- Midnight Blue
- Plum
- Red Pepper
- Tuxedo

Table Drape:
- Black
- Blue
- Brown
- Dark Green
- Flax
- Gold
- Gray
- Plum
- Red
- White

*Other Colors Also Available for Purchase Units

FLOOR UNIT

Rental Units Include:
- Classic Carpet 9’ X 10’ (select color below)
- Installation & Dismantle of Exhibit
- Material Handling of Exhibit
- Nightly Vacuuming
- 1-Podium - 8’H X 10’W unit only
- 2-200 Watt Halogen Lights (Power (500 watts) for LIGHTS only and Labor to hang lights)

Purchase Units Include:
- Header Identification Sign - (white with black text) Indicate copy below:

Fabric Panel Colors for All Units:
- Black  
- Gray  

Additional Fabric Panel Colors for Purchase Units Only:
- Blaze Red
- Blueberry
- Emerald
- Silver

9’ x 10’ Classic Carpet:  
- Black  
- Blue  
- Green  
- Red  
- Gray  
- Midnight Blue
- Plum
- Red
- Red Pepper
- Tuxedo

*Other Colors Also Available for Purchase Units

CUSTOM GRAPHIC / PHOTO PANELS

- Our custom graphic panels can dramatically enhance your exhibit’s appearance.

Please check the box to have an Exhibitor Sales Specialist contact you to assist in creating a unique exhibit.

OPTIONAL ACCESSORIES

<table>
<thead>
<tr>
<th>PART #</th>
<th>DESCRIPTION</th>
<th>QTY</th>
<th>DISCOUNT PRICE</th>
<th>STANDARD PRICE</th>
<th>TOTAL</th>
</tr>
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<tbody>
<tr>
<td>1715800</td>
<td>2-200 Watt Halogen Light Kit</td>
<td>1</td>
<td>162.00</td>
<td>226.80</td>
<td>241.00</td>
</tr>
<tr>
<td>1715801</td>
<td>1-200 Watt Halogen Light Kit</td>
<td>1</td>
<td>83.00</td>
<td>116.20</td>
<td>175.00</td>
</tr>
<tr>
<td>1715802</td>
<td>Straight Shelf</td>
<td>1</td>
<td>62.00</td>
<td>86.80</td>
<td>120.00</td>
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<tr>
<td>1715803</td>
<td>Angled Shelf</td>
<td>1</td>
<td>62.00</td>
<td>86.80</td>
<td>120.00</td>
</tr>
</tbody>
</table>

QUICK TIPS

- If shipping literature or products, material handling rates will apply.
- Order in advance to save time, money and ensure availability. Orders received after the deadline date or without payment will be charged the Standard Price.

PURCHASE UNITS TOTAL COST

<table>
<thead>
<tr>
<th>Sub-Total</th>
<th>8.25% Tax</th>
<th>Total Cost</th>
</tr>
</thead>
</table>

RENTAL UNITS TOTAL COST

<table>
<thead>
<tr>
<th>Sub-Total</th>
<th>8.25% Tax</th>
<th>Total Cost</th>
</tr>
</thead>
</table>
**FREEMAN**
8801 Ambassador Row
Dallas, TX 75247
(214) 634-1463  Fax: (469) 621-5601
freemandallases@freemanco.com

**Texas Home & Garden Show Las Colinas / January 9-11, 2015**

**NAME OF SHOW:**
**COMPANY NAME:**
**CONTACT NAME:**
**E-MAIL ADDRESS:**
For Assistance, please call (214) 634-1463 to speak with one of our experts.

For fast, easy ordering, go to www.freemanco.com/store

---

**ACCESSORIES FOR RENTAL UNITS**

**LIGHTS (use only on rentals)**
**SHELVES (use only on rentals)**
**CABINETS**

---

**GONDOLAS**
**RADIUS CABINET**
(does not have doors)

---

**LITERATURE POCKETS**

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**CABINETS & LOCKS**

<table>
<thead>
<tr>
<th>Qty</th>
<th>Part #</th>
<th>Description</th>
<th>Discount Price</th>
<th>Standard Price</th>
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<tbody>
<tr>
<td></td>
<td>172512</td>
<td>Arm Light</td>
<td>62.00</td>
<td>86.80</td>
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<tr>
<td></td>
<td>172514</td>
<td>4' Tracklight (3 lights)</td>
<td>250.00</td>
<td>350.00</td>
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<td></td>
<td>17252</td>
<td>Halogen Light</td>
<td>69.00</td>
<td>96.60</td>
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**LIGHT FIXTURES**
(electrical service & labor to install lights not included)

<table>
<thead>
<tr>
<th>Qty</th>
<th>Part #</th>
<th>Description</th>
<th>Discount Price</th>
<th>Standard Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>174541</td>
<td>Single Sided 1M x 4' High...</td>
<td>388.00</td>
<td>543.20</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>174542</td>
<td>Double Sided 1M x 4' High...</td>
<td>517.00</td>
<td>723.80</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>174581</td>
<td>Single Sided 1M x 8' High...</td>
<td>388.00</td>
<td>543.20</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>174582</td>
<td>Double Sided 1M x 8' High...</td>
<td>517.00</td>
<td>723.80</td>
<td></td>
</tr>
</tbody>
</table>

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**GONDOLAS**

<table>
<thead>
<tr>
<th>Qty</th>
<th>Part #</th>
<th>Description</th>
<th>Discount Price</th>
<th>Standard Price</th>
<th>Total</th>
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</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Gondolas</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Blue Fabric</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Gray Fabric</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Perforboard</td>
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<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>White PVC</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>174541</td>
<td>Single Sided 1M x 4' High...</td>
<td>388.00</td>
<td>543.20</td>
<td></td>
</tr>
<tr>
<td></td>
<td>174542</td>
<td>Double Sided 1M x 4' High...</td>
<td>517.00</td>
<td>723.80</td>
<td></td>
</tr>
<tr>
<td></td>
<td>174581</td>
<td>Single Sided 1M x 8' High...</td>
<td>388.00</td>
<td>543.20</td>
<td></td>
</tr>
<tr>
<td></td>
<td>174582</td>
<td>Double Sided 1M x 8' High...</td>
<td>517.00</td>
<td>723.80</td>
<td></td>
</tr>
</tbody>
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**SHELVES**

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<tr>
<th>Qty</th>
<th>Part #</th>
<th>Description</th>
<th>Discount Price</th>
<th>Standard Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>17201</td>
<td>1M Straight (37&quot; x12&quot;) ......</td>
<td>64.00</td>
<td>89.60</td>
<td></td>
</tr>
<tr>
<td></td>
<td>17206</td>
<td>1M Angled (37&quot; x 12&quot;) ......</td>
<td>74.00</td>
<td>103.60</td>
<td></td>
</tr>
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**LITERATURE POCKETS**

<table>
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<tr>
<th>Qty</th>
<th>Part #</th>
<th>Description</th>
<th>Discount Price</th>
<th>Standard Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>174015</td>
<td>For 8½ x 11 Literature ......</td>
<td>27.00</td>
<td>37.80</td>
<td></td>
</tr>
</tbody>
</table>

---

**TOTAL COST**

- **Sub-Total**
- **8.25% Tax**
- **Total Cost**

*Remember to make a selection for items with checkboxes. Otherwise, a selection will be made for you.*
NAME OF SHOW: Texas Home & Garden Show Las Colinas / January 9-11, 2015

CONTACT NAME: PHONE #:

E-MAIL ADDRESS:

For Assistance, please call (214) 634-1463 to speak with one of our experts.

For fast, easy ordering, go to www.freemanco.com/store

GRAPHICS

To order your graphics, complete this order form and attach your sign copy or electronic file. Please see artwork guidelines for electronic files on page 2 of this form.

Note: All graphics are subject to a 100% Cancellation Charge.

DIGITAL GRAPHICS
Freeman has the capabilities to provide you with the finest digital graphic reproduction available. Capabilities include four-color, photo-quality, high-resolution digital printing virtually any size for banners, signage, exhibit graphics and more.

L x W = sq. ft.

\[ \frac{19.00 \text{ per sq. ft. discount price}}{28.50 \text{ per sq. ft. standard price}} \]

- Minimum order per graphic 9 sq. ft. (1296 sq. in.)
- Double sq. ft. for double-sided graphics
- Round sq. ft. to next whole increment
- File conversion, retouching, cloning or color correcting may incur additional labor charges.

(See reverse side for graphic guidelines.)

LARGE DIGITAL GRAPHICS
Please call an Exhibitor Sales Specialist for price quotes on graphics over 80 sq. ft.

File Information:

Electronic File Name

Application

PMS Colors

Backings Material:

- Foamcore
- Masonite
- PVC
- Plexi
- Gatorfoam
- Eco-Board
- Ultra-Board

The product offered has recycled content or has eco-friendly attributes and is 100% recyclable according to the manufacturer’s specifications.

STANDARD SIZES

<table>
<thead>
<tr>
<th>CHOOSE YOUR SIZE:</th>
<th>QTY</th>
<th>Discount Price</th>
<th>Standard Price</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>7&quot; x 11&quot;</td>
<td>@</td>
<td>41.00</td>
<td>61.50</td>
<td></td>
</tr>
<tr>
<td>7&quot; x 22&quot;</td>
<td>@</td>
<td>44.00</td>
<td>66.00</td>
<td></td>
</tr>
<tr>
<td>7&quot; x 44&quot;</td>
<td>@</td>
<td>47.00</td>
<td>70.50</td>
<td></td>
</tr>
<tr>
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<td>50.00</td>
<td>75.00</td>
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<td>60.00</td>
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<tr>
<td>14&quot; x 44&quot;</td>
<td>@</td>
<td>61.00</td>
<td>91.50</td>
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</tr>
<tr>
<td>22&quot; x 28&quot;</td>
<td>@</td>
<td>93.00</td>
<td>139.50</td>
<td></td>
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<tr>
<td>28&quot; x 44&quot;</td>
<td>@</td>
<td>143.00</td>
<td>214.50</td>
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</tr>
<tr>
<td>20&quot; x 60&quot;</td>
<td>@</td>
<td>158.00</td>
<td>237.00</td>
<td></td>
</tr>
</tbody>
</table>

(white only)

Note: File conversion, retouching, cloning or color may incur additional labor charges. (See reverse side for graphic guidelines.)

INDICATE YOUR SIGN COPY HERE:

* Please feel free to attach additional sign copy on separate page.

Vertical

Horizontal

Use Your Judgment For Sign Layout

Background Color:

Lettering Color:

TOTAL COST

Sub-Total + 8.25 % Tax = Total Cost
CUSTOMER GUIDELINES FOR SUBMITTING GRAPHICS ARTWORK

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

PLEASE PROVIDE THE FOLLOWING WHEN SUBMITTING ART

Minimum requirements for original artwork, such as logos, when Freeman is providing design and layout:
- 300 dpi resolution at a size of 8 x 10 inches (higher resolution files will result in improved final product)

Minimum requirements for final artwork that Freeman will reproduce exactly as provided:
- 100 dpi resolution at full size of actual finished product

Minimum requirements for both:
- All related PMS and/or CMYK color codes (if submitting CMYK values, please supply accurate color swatches.)
- Accurate color proof print of artwork
- Contact name, phone number and e-mail address of art creator if applicable
- If submitting a “vector” file, include all fonts, or convert fonts to outlines or paths

ACCEPTABLE FILE SOFTWARE FORMATS

We are capable of working with both PC and MAC based software, and can accept art created with the following software programs (listed in order of preference):

- ADOBE—Illustrator, InDesign, and Photoshop
- COREL DRAW
- QUARK XPRESS

Files should always be saved in their native format.

ACCEPTABLE FILE TYPES

Files that Freeman can use in order of preference, include:

- EPS and AI (especially when submitting logos)
- TIF (especially when submitting photos)
- JPG (provided resolution is high enough for photo images; not recommended for logos)

File types that Freeman cannot use to reproduce high quality graphics include:

- GIF files
- Microsoft Office software files such as Word (.doc), or PowerPoint (.ppt) file types
- Self-extracting files, such as EXE or SEA files

WAYS TO SEND ARTWORK

- Artwork files that are of acceptable resolution as listed above will typically be too large to send via e-mail. Files may be saved and sent via overnight delivery on either a CD-ROM or a DVD, along with the hard-printed proof copy. (Floppy disks and zip drives are not a good option for sending large graphics files.)
- Files may also be posted to Freeman’s FTP site. You may get the password and other needed information from your Freeman service representative in order to post files. However, a hard copy proof and backup of the files on CD-Rom/DVD are required and must be sent via overnight delivery in addition to posting the electronic files. Please call (214) 634-1463 for assistance.
UNION JURISDICTIONS FOR
THE DALLAS / FT. WORTH AREA

THE FOLLOWING GUIDELINES APPLY IN THE DALLAS / FT. WORTH AREA:

We are certain you will appreciate knowing in advance that union labor may be required for certain aspects of your exhibit handling. To help you understand the jurisdiction that the various unions have, we ask that you read the following:

ELECTRICAL LABOR & PLUMBING
Responsible for assembly, installation, and dismantling of anything that uses electricity as a source of power to the building electrical system. This includes:
- Electrical wiring
- Electrical signs
- Multiple TV and VCR connections
- Videotaping using multiple video cameras, including camera operation, audio and lighting

Responsible for all plumbing supplies. This includes:
- Air
- Water
- Gas lines
- Tanks and venting

TEAMSTER LABOR - TEAMSTER UNION LOCAL 745
The Teamsters Union Local 745 has jurisdiction for the operation of all material-handling equipment, all unloading and reloading, and the handling of empty containers. Exhibitors may unload their own vehicles provided they do not use any material handling equipment (fork-lifts, flatbeds, dollies, pallet jacks, etc.)

INSTALLATION & DISMANTLE LABOR - DECORATORS UNION LOCAL 756
The Decorators Union Local 756 has jurisdiction for the installation and dismantling of all exhibits including carpet, furniture, and hanging signs. All hired labor must belong to Local 756. Labor can be ordered in advance by returning the enclosed form, or on showsite, at the Freeman Service Desk.

Three options for installation and dismantle labor exist in Dallas. Labor may be:
- performed by full-time employees of the exhibiting company; or
- hired through Freeman, the official general service contractor; or
- hired through an exhibitor-appointed contractor.

PLEASE NOTE:
- Please do not tip any employee. Do not give coffee breaks, for union employees have a fifteen minute paid break mid-morning and mid-afternoon. Any attempt by an employee to solicit a gratuity for any service should be reported immediately to Freeman and/or Exhibit Management. Union employees are paid a good wage scale, and tipping is strongly discouraged and is not an accepted policy of any Official Service Supplier.
- If you encounter any difficulty with any laborer, or if you are not satisfied with the work performed, please bring this to the attention of Freeman. Please refrain from voicing complaints directly to craft personnel.
- The person in charge of your exhibit should carefully inspect and sign all work order forms. If there are any questions about any bills, bring the bill to the appropriate Service Desk and discuss it with the person in charge.
NAME OF SHOW: Texas Home & Garden Show Las Colinas / January 9-11, 2015

For Assistance, please call 214-634-1463 to speak with one of our experts.

**DISPLAY LABOR (One Hour Minimum per Worker)**

<table>
<thead>
<tr>
<th>Description</th>
<th>Advance Price</th>
<th>Show Site Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Straight Time-</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8:00 A.M. to 4:30 P.M. Monday through Friday</td>
<td>$ 76.00</td>
<td>$ 106.50</td>
</tr>
<tr>
<td>Overtime-</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6:00 A.M. to 8:00 A.M. and 4:30 P.M. to 12:00 Midnight Monday through Friday</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6:00 A.M. to 12:00 Midnight Saturday and Sunday</td>
<td>$ 114.00</td>
<td>$ 159.75</td>
</tr>
<tr>
<td>Double Time-</td>
<td></td>
<td></td>
</tr>
<tr>
<td>12:00 Midnight to 6:00 A.M. and recognized holidays</td>
<td>$ 152.00</td>
<td>$ 213.00</td>
</tr>
</tbody>
</table>

- Show Site prices will apply to all labor orders placed at show site.
- Price is per person/hour.
- Start time guaranteed only at start of working day.
- One hour minimum per person - labor thereafter is charged in half (1/2) hour increments.
- Labor must be canceled in writing, 24 hours in advance to avoid a one (1) hour cancellation fee per worker.
- When scheduling dismantle labor, be sure to allow sufficient time for empty containers to be returned to your booth. Please include setup plan/photo, special instructions & inbound shipping information with this order.

**INSTALLATION LABOR**

☐ Freeman Supervised Labor - Please complete the reverse side of this 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, with a minimum of $45.00.

Emergency contact: ___________________________ Phone Number: ___________________________

☐ Exhibitor Supervised Labor (Supervisor must check in at Service Desk to pick up labor)

Supervisor will be: ___________________________ Phone Number: ___________________________

<table>
<thead>
<tr>
<th>Date</th>
<th>Start Time</th>
<th>No. of People</th>
<th>Approx. Hrs. per Person</th>
<th>Total Hrs.</th>
<th>Hourly Rate</th>
<th>Estimated Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
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</tr>
</tbody>
</table>

Freeman Supervision (30%/$45.00) = $________

Tax = $ (N/A)

Total Installation = $________

**DISMANTLE LABOR**

☐ Freeman Supervised Labor - Please complete the reverse side of this form.
- Freeman is not 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, with a minimum of $45.00.

Emergency contact: ___________________________ Phone Number: ___________________________

☐ Exhibitor Supervised Labor (Supervisor must check in at Service Desk to pick up labor)

Supervisor will be: ___________________________ Phone Number: ___________________________

<table>
<thead>
<tr>
<th>Date</th>
<th>Start Time</th>
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</tr>
</tbody>
</table>

Freeman Supervision (30%/$45.00) = $________

Tax = $ (N/A)

Total Dismantle = $________
IN ORDER TO BETTER SERVE YOU - PLEASE COMPLETE THE FOLLOWING INFORMATION IF YOUR DISPLAY IS TO BE SET-UP AND/OR DISMANTLED BY FREEMAN I&D AND YOU WILL NOT BE PRESENT TO SUPERVISE THE INSTALLATION AND/OR DISMANTLE.

### INBOUND SHIPPING & SET UP INFORMATION

<table>
<thead>
<tr>
<th>Freight will be shipped to Warehouse</th>
<th>Show Site</th>
<th>Date Shipped</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total No. of:</td>
<td>Crates</td>
<td>Cartons</td>
</tr>
<tr>
<td>Setup Plan/Photo:</td>
<td>Attached</td>
<td>To Be Sent With Exhibit</td>
</tr>
<tr>
<td>Carpet:</td>
<td>With Exhibit</td>
<td>Rented From Freeman</td>
</tr>
<tr>
<td>Electrical Placement:</td>
<td>Drawing Attached</td>
<td>Drawing With Exhibit</td>
</tr>
<tr>
<td>Comments:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| Graphics: | With Exhibit | Shipped Separately |
| Comments: | | |

Special Tools/Hardware Required: ________________________________

### OUTBOUND SHIPPING INFORMATION

| SHIP TO: | | | |
| | | | |

**METHOD OF SHIPMENT**

- Freeman Exhibit Transportation:
  - Common Carrier
  - Air Freight
  - Next Day
  - 2nd Day
  - Deferred
  - Expedited

- Other (list carrier name & phone number):
  - Other Common Carrier: __________
  - Other Air Freight: __________
  - Van Line: __________

**FREIGHT CHARGES**

- Prepaid
- Collect

Bill To: ________________________________

In the event your selected carrier fails to show on final move-out day, please select one of the following options:

- Reroute via Freeman’s choice
- Deliver back to Freeman warehouse at Exhibitor’s expense.

**PLEASE NOTE:** Freeman is not responsible for product or literature that is not properly packed and labeled by exhibitor.

11/06 (298500)
PAYMENT & LABOR

YOU ARE ENTERING A CONTRACT WHICH LIMITS YOUR POSSIBLE RECOVERY IN CASE OF LOSS OR DAMAGE. The terms and conditions set forth below become a part of the Contract between Freeman and you, the Exhibitor. Acceptance of said terms and conditions will be construed when any of the following conditions are met:

• THE METHOD OF PAYMENT FORM IS SIGNED; OR
• AN ORDER FOR LABOR, SERVICES AND/OR RENTAL EQUIPMENT IS PLACED BY EXHIBITOR WITH FREEMAN; OR
• WORK IS PERFORMED ON BEHALF OF EXHIBITOR BY FREEMAN.

DEFINITIONS
For purposes of this Contract, Freeman means Freeman Expositions, Inc. and its respective employees, directors, officers, agents, assigns, affiliated companies, and related entities including, but not limited to, any subcontractors Freeman may appoint. The term “Exhibitor” means the Exhibitor, its employees, agents, or representatives.

PAYMENT TERMS
Full payment, including any applicable tax, is due in advance or at show site. All payments must be in U.S. funds and all checks must be drawn on a U.S. bank. Orders received without advance payment or after the deadline date will incur additional After Deadline charges as indicated on each order form. All materials and equipment are on a rental basis for the duration of the show or event and remain the property of Freeman except where specifically identified as a sale. All rentals include delivery, installation, and removal from Exhibitor’s booth. In case of cancellation of any orders or services by Exhibitor, a one-hour “per person, per hour” charge will be applied for all labor orders that are not canceled in writing at least 24 hours prior to the scheduled start time. If Prestige Carpet, Custom-Cut Carpet, Modular Rental Exhibits and any other custom-order items or services have already been provided at the time of cancellation, fees will remain at 100% of the original charge. If the Show or Event is canceled because of reasons beyond Freeman’s control, Exhibitor remains responsible for all charges for services and equipment provided up to and including the date of cancellation. Freeman will not issue refunds to Exhibitor of any payments made before the date of cancellation. It is Exhibitor’s responsibility to advise the Freeman Service Center Representative of problems with any orders, and to check the Exhibitor’s invoice for accuracy prior to the close of the Show or Event. If Exhibitor is exempt from payment of sales tax, Freeman requires an exemption certificate for the State in which the services are to be used. Resale certificates are not valid unless Exhibitor is rebilling these charges to its customers. For International Exhibitor’s, Freeman requires 100% prepayment of advance orders, and any order or services placed at show site must be paid at the show. For all others, should there be any pre-approved unpaid balance after the close of the show; terms will be net, due and payable in DALLAS, TEXAS upon receipt of invoice. Effective 30 days after invoice date, any unpaid balance will bear a FINANCE CHARGE at the lesser of the maximum rate allowed by applicable law, or 1.5% per month, which is an ANNUAL PERCENTAGE RATE of 18%, and future orders will be on a prepaid basis only. If any finance charge hereunder exceeds the maximum rate allowed by applicable law, the finance charge shall automatically be reduced to the maximum rate allowed, and any excess finance charge received by Freeman shall be either applied to reduce the principal unpaid balance or refunded to the payer. If past due invoices or invoice balances are placed with a collection agency or attorney for collection or suit, Exhibitor agrees to pay all legal and collection costs. These PAYMENT TERMS AND CONDITIONS SHALL BE GOVERNED BY AND CONSTRUED IN ACCORDANCE WITH THE LAWS OF THE STATE OF TEXAS. In the event of any dispute between the Exhibitor and Freeman relative to any loss, damage, or claim, such Exhibitor shall not be entitled to and shall not withhold payment, or any partial payment, due to Freeman for its services, as an offset against the amount of any alleged loss or damage. Any claims against Freeman shall be considered a separate transaction, and shall be resolved on its own merits. Freeman reserves the right to charge Exhibitor for the difference between the Exhibitor’s estimate of charges and the actual charges incurred by Exhibitor, or for any charges that Freeman may be obligated to pay on behalf of Exhibitor, including without limitation, any shipping charges. If Exhibitor provides a credit card for payment and charges are rejected by the Exhibitor’s credit card company for any reason, Freeman hereby provides notice that it reserves the right, and Exhibitor authorizes Freeman to continue to attempt to secure payment through that credit card for as long as unpaid balances remain on the Exhibitor’s account.

ELECTRICAL
Claims will not be considered, or adjustments made unless filed in writing, by Exhibitor, prior to the close of the event. Freeman is not responsible for any damage, loss caused by the loss of power beyond its control and Exhibitor agrees to hold Freeman, its officers, directors, employees and agents harmless from such power loss. IN NO EVENT SHALL Freeman BE LIABLE FOR ANY INDIRECT OR CONSEQUENTIAL DAMAGES (INCLUDING WITHOUT LIMITATION LOST PROFITS) EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, WHETHER UNDER THEORY OF CONTRACT, TORT (INCLUDING NEGLIGENCE), PRODUCTS LIABILITY OR OTHERWISE. Exhibitor shall indemnify and hold harmless Freeman, its officers, directors, employees, and agents from and against any and all claims, liabilities, damages, fines, penalties or costs of whatsoever nature (including reasonable attorneys’ fees) arising out of or in any way connected with Exhibitor’s actions or omissions under this Agreement.

LABOR UNDER THE SUPERVISION OF EXHIBITOR
Responsibilities:
Exhibitor shall be responsible for the performance of labor provided under this option. It is the responsibility of Exhibitor to supervise labor secured through Freeman in a reasonable manner as to prevent bodily injury and/or property damage and also to direct them to work in a manner that is in compliance with Freeman’s Safe Work Rules and/or Federal, State, County and Local ordinances, rules and/or regulations. It is the responsibility of Exhibitor to check in with the Service Desk to pick up labor, and to return to the Service Desk to release labor when the work is completed.

INDEMNIFICATION:
Exhibitor agrees to indemnify, hold harmless, and defend Freeman from and against any and all demands, claims, causes of action, fines, penalties, damages, liabilities, judgments, and expenses (including but not limited to reasonable attorneys’ fees and investigation costs) arising out of or in connection with the acts or omissions of Exhibitor, The Exhibitor’s indemnification of Freeman includes any and all violations of Federal, State, County or Local ordinances, Show or Event Regulations and/or Rules as published and/or set forth by Facility or Show Management, and/or directing labor provided by Freeman to work in a manner that violates any of the above rules, regulations, and/or ordinances.

IMPORTANT
PLEASE REFER TO FREEMAN’S “MATERIAL HANDLING TERMS & CONDITIONS” AS IT RELATES TO MATERIAL HANDLING SERVICES AND TO THE “SERVICE REQUEST & SHIPPING INSTRUCTIONS CONTRACT” AS IT RELATES TO TRANSPORTATION SERVICES. CONTRACT TERMS DEPEND ON THE NATURE OF SERVICES SECURED BY EXHIBITOR THROUGH FREEMAN. TERMS & CONDITIONS MAY VARY FOR EACH TYPE OF SERVICE ORDERED THROUGH FREEMAN.

REV 11/13
YOU ARE ENTERING A BINDING CONTRACT WHICH LIMITS YOUR POSSIBLE RECOVERY IN CASE OF LOSS OR DAMAGE. Acceptance of said terms and conditions will be construed when any of the following conditions are met: This Material Handling Agreement (MHA) is signed; Exhibitor’s materials are delivered to Freeman’s warehouse or to an event site for which Freeman is the Official Show Contractor; or an order for labor and/or rental equipment is placed by Exhibitor with Freeman.

1. DEFINITIONS. For purposes of this Contract, Freeman means Freeman Expositions, Inc. and its officers, agents, assigns, sub-contractors, and related entities. In no event shall Freeman be deemed to be the Ultimate Consignee for shipping and custom purposes. The term “Exhibitor” means the Exhibitor, its employees, agents, and representatives.

2. PACKAGING/CRATES AND STORAGE. Freeman shall not be responsible for damage to loose or uncrated materials, pad wrapped or shrink-wrapped materials, glass breakage, collapsed or loosely bound materials in bags or poly, or improperly packed or labeled materials. Freeman shall not be responsible for crates and packaging which are unsuitable for handling, in poor condition, or have prior damage. Crates and packaging should be of a design to adequately protect contents for handling by forklift and similar means. Freeman does not accept any crates or packaging containing hazardous materials. Goods requiring cold storage and those in accessible storage are stored at Exhibitor’s own risk. Freeman assumes no responsibility or liability for loss or damage to goods in cold storage or accessible storage.

3. EMPTY CONTAINERS. Empty container labels will be available at the show site service desk. Affixing labels to the containers is the sole responsibility of Exhibitor or its representative. All previous labels must be removed or obliterated. Freeman assumes no responsibility for error in the above procedures; removal of containers with old empty labels and without new labels is at the sole discretion of Exhibitor.

4. INBOUND/OUTBOUND SHIPMENTS. There may be a lapse of time between the delivery of shipment(s) to the booth and the arrival of Exhibitor, or a lapse of time between the completion of pick-up and the actual pickup of materials from Freeman’s warehouse. Freeman shall not be responsible for loss, delay, or damage due to, strike, work stoppages, natural elements, vandalism, Act of God, civil disturbances, power failures, explosions, acts of terrorism or war, or for any other cause beyond Freeman’s reasonable control, nor for loss, delay, or damage due to, strike, work stoppages, natural elements, vandalism, Act of God, civil disturbances, power failures, explosions, acts of terrorism or war, or for any other cause beyond Freeman’s reasonable control, nor for loss, delay, or damage due to the carrier for transportation from show site or from Freeman’s warehouse. All claims must be submitted to Freeman immediately at the show site and in any case not later than thirty (30) business days after the date of loss or damage occurred. Freeman shall not be responsible for loss, delay, or damage due to, strike, work stoppages, natural elements, vandalism, Act of God, civil disturbances, power failures, explosions, acts of terrorism or war, or for any other cause beyond Freeman’s reasonable control, nor for loss, delay, or damage due to, strike, work stoppages, natural elements, vandalism, Act of God, civil disturbances, power failures, explosions, acts of terrorism or war, or for any other cause beyond Freeman’s reasonable control.

5. DELIVERY TO THE CARRIER FOR RELOADING. Freeman assumes no responsibility for loss, damage, theft, or disappearance of Exhibitor’s materials after same have been delivered to Exhibitor’s appointed carrier, shipper, or agent for transportation after the conclusion of the show. Freeman loads the materials onto the carrier under directions from the carrier or driver of that carrier. Any loading onto the carrier will be understood to be under the exclusive supervision and control of the carrier or driver of that carrier. Freeman assumes no responsibility for loss, damage, theft or disappearance of Exhibitor’s materials that arise out of improperly loaded or labeled materials.

6. DESIGNATED CARRIERS. Freeman shall have the authority to change the Exhibitor designated carrier should the Exhibitor not pick up the shipment(s) at the appointed time. Where no disposition is made by Exhibitor, materials may be taken to a warehouse to await Exhibitor’s claim for the shipment and Exhibitor shall be responsible for any changes in handling relating to such reordering and handling. IN NO EVENT SHALL FREEMAN BE RESPONSIBLE FOR ANY LOSS RESULTING FROM SUCH REORDERING DESIGNATION.

7. FORCE MAJEURE. Freeman’s performance hereunder is subject to, and Freeman shall not be responsible for loss, delay, or damage due to, strike, work stoppages, natural elements, vandalism, Act of God, civil disturbances, power failures, explosions, acts of terrorism or war, or for any other cause beyond Freeman’s reasonable control, nor for ordinary wear and tear in the handling of Exhibitor’s materials.

8. CLAIM(S) FOR LOSS. Exhibitor agrees that any and all claims for loss or damage must be submitted to Freeman immediately at the show site and in any case not later than thirty (30) business days after the date when Exhibitor’s materials are delivered to the carrier for transportation from Freeman’s warehouse. All claims reported after thirty (30) days will be rejected. In no event shall a suit or action be brought against Freeman more than one (1) year after the date of loss or damage occurred.

a. PAYMENT FOR SERVICES MAY NOT BE WITHHELD. In the event of any dispute between the Exhibitor and Freeman relative to any loss, damage, or claim, Exhibitor shall not be entitled to and shall not withhold payment due Freeman for its services as an offset against any and all alleged losses claimed against Freeman. Freeman shall be considered a separate transaction and shall be resolved on their own merits.

b. MAXIMUM RECOVERY. If found liable for any loss, Freeman’s sole and exclusive maximum liability for loss or damage to Exhibitor’s materials and Exhibitor’s sole and exclusive remedy is limited to $50.00 per pound per article with a maximum liability of $100.00 (USD) per item, $750.00 (USD) per shipment whichever is a less. All shipment weights are subject to re-weighed weight of the shipment.

c. LIMITATION OF LIABILITY. IN NO EVENT SHALL FREEMAN BE LIABLE TO THE EXHIBITOR OR ANY OTHER PERSON OR ENTITY FOR ANY INDIRECT, INCIDENTAL, CONSEQUENTIAL, OR CONSEQUENTIAL DAMAGES, WHETHER SUCH DAMAGES OCCUR EITHER PRIOR OR SUBSEQUENT TO, OR ARE ALLEGED AS A RESULT OF, TORTIOUS CONDUCT, FAILURE OF THE EQUIPMENT OR SERVICES OF FREEMAN OR BREACH OF ANY OF THE PROVISIONS OF THIS CONTRACT, REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT OR IN TORT, INCLUDING STRICT LIABILITY AND NEGLIGENCE, EVEN IF FREEMAN HAS BEEN ADVISED OR HAS NOTICE OF THE POSSIBILITY OF SUCH DAMAGES. SUCH EXCLUDED DAMAGES INCLUDE BUT ARE NOT LIMITED TO LOST PROFITS, LOSS OF USE, AND INTERRUPTION OF BUSINESS OR OTHER CONSEQUENTIAL OR INDIRECT ECONOMIC LOSSES.

9. DECLARED VALUE. Declarations of Declared Value are between the Exhibitor and the selected Carrier ONLY, and are in no way an extension of Freeman’s maximum liability stated herein. Freeman will use commercially reasonable efforts to transmit the Declared Value instructions to the selected Carrier; however, Freeman will not be liable for any claim arising from the transmission of, or failure to transmit, Declared Value Instructions to the Carrier nor for failure of the Carrier to uphold the Declared Value or any other term of carriage.

10. JURISDICTION / VENUE. THIS CONTRACT SHALL BE CONSTRUED UNDER THE LAWS OF THE STATE OF TEXAS WITHOUT GIVING EFFECT TO ITS CONFLICT OF LAWS RULES, EXCLUSIVE VENUE FOR ALL DISPUTES ARISING OUT OF OR RELATING TO THIS CONTRACT SHALL RESIDE IN A COURT OF JURISDICTION IN DALLAS COUNTY, TEXAS.

11. INDEMNIFICATION. Exhibitor agrees to indemnify and forever hold harmless Freeman from and against any and all demands, claims, causes of action, fines, penalties, damages (including consequential), liabilities, judgments, and expenses (including but not limited to reasonable attorneys’ fees and investigation costs) arising out or contributed to by Exhibitor’s negligent supervision of any labor secured through Freeman; Exhibitor’s negligence, willful misconduct, or deliberate act, or the negligence, willful misconduct, or deliberate act of any of Exhibitor’s agents, employees, representatives, customers, invitees and/or any Exhibitor Appointed Contractors (EAC) at the show or event to which this Contract relates, including but not limited to Exhibitor’s violation of Show Regulations and/or Rules as published and set forth by Facility and/or Show Management.

12. LIEN. Exhibitor grants Freeman a security interest in and a lien on all of Exhibitor’s materials that is from time to time in the possession of Freeman and all the proceeds thereof, including without limitation insurance proceeds (the “Collateral”), to secure the prompt and full payment and performance of all Exhibitor’s indebtedness for monies paid, by Freeman on its behalf, services performed, materials and/or labor from time to time provided by Freeman to or for the benefit of Exhibitor ("Obligations"). Freeman shall have all the rights and remedies of a secured party under the Uniform Commercial Code, as may be amended from time to time ("UCC"), and any notice that Freeman is required to give under the Code may be given at a public sale or by private sale or other intended disposition of any Collateral is to be made shall be deemed to constitute reasonable notice if such notice is mailed by registered or certified mail at least five (5) days prior to such action. Freeman may hold and not deliver any of the Collateral to Exhibitor for so long as there are any Obligations that remain unpaid or unsatisfied.

13. WAIVER & RELEASE. Exhibitor, as a material part of the consideration to Freeman for material handling services, waive and releases all claims against Freeman with respect to all matters for which Freeman has disclosed liability pursuant to the provisions of this Contract.

14. DRIVER LIABILITY WAIVER. IN CONSIDERATION OF FREEMAN PERMITTING ENTRANCE TO THE PREMISES, YOU, YOUR EMPLOYER, THE OWNER OF THE TRUCK AND/OR EQUIPMENT THAT YOU ARE OPERATING (TRUCKOWNER) AND YOU AS AGENT OF YOUR EMPLOYER AND THE TRUCKOWNER, HEREBY ASSUME ALL RISK OF INJURY OR HARM TO YOURSELF AND OTHERS AND DAMAGE TO YOUR PROPERTY AND PROPERTY BELONGING TO YOUR EMPLOYER OR OTHERS ARISING FROM YOUR ACTIVITIES WHILE BEING PERMITTED TO ENTER THE PREMISES. YOU AGREE TO ENTER AT YOUR OWN RISK. YOU HAVE FULL EMPLOYERS, AGENTS, ASSESSORS, AFFILIATED COMPANIES AND RELATED ENTITIES, AGAINST ANY AND ALL LIABILITY, ACTIONS, CLAIMS, AND DAMAGES OF ANY KIND WHATSOEVER ARISING FROM YOUR ACTIVITIES WHILE BEING PERMITTED TO ENTER THE PREMISES.

REV 11/13
This contract shall be construed under the laws of the world due to conditions that may cause damage to perishable commodities. Freight Classification, published by the National Motor Freight Traffic Association. For shipments of or uncrated materials, padwrapped or shrink-wrapped materials, glass breakage, concealed damage, ensure that the container retains adequate strength for transportation. Freeman makes neither

Freeman shall not be responsible for the performance of individuals of firms who are not under the direct control of the contract. Where Freeman is requested by the owner to reship the property to the owner, Freeman may dispose of the property to the best advantage. Where Freeman is directed by the owner to reship the property, liability shall then become that of a warehouseman.

Freeman shall not be responsible for the performance of individuals of firms who are not under the direct control of the contract. Where Freeman is requested by the owner to reship the property to the owner, Freeman may dispose of the property to the best advantage. Where Freeman is directed by the owner to reship the property, liability shall then become that of a warehouseman.

(a) artworks and objects of art, including without limitation original paintings, drawings, etchings, watercolors, prints, sculpture, and similar fine art; (b) clocks, watches, jewelry (including costume jewelry), furs and fur-trimmed clothing; (c) personal effects;

Freeman makes no warranties, express or implied, and expressly disclaims any and all warranties. Except for Freeman’s failure to deliver in accordance with the Guaranteed Service section of the Service Guide, Freeman will not be liable for misdelivery, incomplete or otherwise inadequate delivery (including loss of or damage beyond its reasonable control, including (by way of illustration only, and not as a limitation on liability), damage due to war or other acts of violence, or damage caused by the elements). This limitation shall bind the parties:

Freeman’s RESPONSIBILITIES UNDER THE CONTRACT ARE LIMITED: Freeman is responsible for the satisfactory performance of only those services which it directly provides under this Contract. Freeman shall not be responsible for the performance of individuals of firms which are not under the direct control of the contract. Where Freeman is requested by the owner to reship the property to the owner, Freeman may dispose of the property to the best advantage. Where Freeman is directed by the owner to reship the property, liability shall then become that of a warehouseman.

8. CLAIMS

4. PACKAGING AND CRATES: Shipper’s property must be well packaged for safe and secure handling, storage and shipment using ordinary care. Each piece must be legibly and durably marked with the name and address of the owner and must be so marked in such a way that the consignee can identify it. Freeman shall, however, be liable for any loss or damage caused by the tearing or tearing of the container.

6. LIMITATION ON SHIPPER’S RECOVERABLE DAMAGES: FREEMAN’S LIABILITY FOR DAMAGES ON DOMESTIC SHIPMENTS, INCLUDING BUT NOT LIMITED TO THOSE DAMAGES ARISING FROM OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY (INCLUDING BUT NOT LIMITED TO FAILURE TO FORWARD OR FORWARD MATERIALS IN A MANNER THAT WILL RESULT IN DELIVERY WITHIN THE APPROPRIATE TIME FRAME) OR INSTRUCTION OF FREEMAN TO DELIVER OR FORWARD MARRIAGE OR SHIPMENT AS INCOMPLETE OR INADEQUATE DELIVERY, IS LIMITED TO THE GREATER OF THE HIGHER OF $50.00 (USD) PER SHIPMENT OR $.50 (USD) PER POUND ($1.10 (USD) PER KILOGRAM) OF CARGO ADVERSELY AFFECTED THEREBY, PLUS TRANSPORTATION CHARGES APPLICABLE TO THE PORT OF THE SHIPMENT ADVERSELY AFFECTED THEREBY, UNLESS, AT THE TIME OF SHIPMENT THE SHIPPER MAKES A DECLARATION OF VALUE FOR CARRIAGE IN THE SPACE DESIGNATED ON THE SERVICE INSTRUCTIONS FORM AND PAYS THE APPROPRIATE VALUE CHARGE. IN NO EVENT SHALL FREEMAN’S LIABILITY EXCEED THE DECLARED VALUE OF THE SHIPMENT OR THE AMOUNT OF LOSS OR DAMAGE ACTUALLY SUSTAINED BY THE SHIPPER OR THE PROPERTY, WHETHER OR PARTLY BY AIR AND INVOLVES AN ULTIMATE DESTINATION OR A STOP IN A COUNTRY OTHER THAN THE COUNTRY OF DEPARTURE, FREEMAN’S SOLE LIABILITY FOR SUCH CLAIMS ARISING FROM GUARANTEED SERVICE SHIPMENTS SHALL BE LIMITED TO THE TRANSPORTATION CHARGES AS PROVIDED IN THE GUARANTEED SERVICE SECTION OF THE SERVICE GUIDE. All claims for overcharge must be made within sixty (60) days after the date of acceptance of the shipment by Freeman. Please refer to the Service Guide for claim procedures. All claims for service failure must be made within thirty (30) calendar days after the date of acceptance of the shipment by Freeman. The consignee may be reimbursed for the difference between the declared and the actual declared value.

(c) Shipper shall defend and indemnify Freeman, its employees, directors, officers, and agents from and against any and all demands, claims, actions of, fines, penalties, damages (including consequential), liabilities, judgments, and expenses (including but not limited to reasonable attorneys’ fees and costs on account of property in transit, or divert or reschedule same, and that Shipper will have no control over the property until it is delivered pursuant to the instructions in this Contract. Shipper agrees that this Contract may be provided to any third party, including common or contract carriers of cargo by air, water, rail, or road, for the purpose of forwarding the cargo to the shipping destination.

9. CHOICE OF FORUM

Shipper warrants the accuracy of the weight and dimension data furnished in this Container. Shipper understands that once its property is shipped by Freeman pursuant to the instructions contained in this Contract, Shipper has no right to control the stop in the transit, or divert or reschedule the property over the property until it is delivered pursuant to the instructions in this Contract. Shipper agrees that this Contract may be provided to any third party, including common or contract carriers of cargo by air, water, rail, or road, for the purpose of forwarding the cargo to the shipping destination.

(7) Air Cargo: Subject to the terms and conditions of this Agreement regarding the inadmissibility of the specific items listed therein.

9. CHOICE OF FORUM

NECESSARY TO LITIGATE THE DISPUTE, THE DISPUTE SHALL BE LITIGATED IN A COURT OF COMPETENT JURISDICTION IN DALLAS COUNTY, TEXAS.

10. MISCELLANEOUS

This contract shall be construed under the laws of the United States (including adopted international conventions) and the state of Texas without giving effect to its state’s conflict of laws rules. FREEMAN AND SHIPPER AGREE THAT ANY CLAIM OR DISPUTE OF ANY SORT ARISING OUT OF OR IN ANY WAY CONNECTED TO THIS AGREEMENT OR ITS PERFORMANCE OR NONPERFORMANCE, OR DAMAGES ALLEGEDLY RESULTING FROM SAME WILL BE ARBITRATED IN THE CITY OF DALLAS, TEXAS, AND THE RULES OF THE AMERICAN ARBITRATION ASSOCIATION WILL APPLY. ARBITRATION IS UNAVAILABLE OF, SHIPPER AGREES THAT ANY CONTROVERSY ARISING IN A DISPUTE NECES- Necessary to litigate the dispute, the dispute shall be litigated in a court of competent jurisdiction in Dallas County, Texas.
This Contract establishes your legal obligations with regard to the property described herein being shipped with Freeman Transportation. It specifically limits your rights and possible recovery if your property is lost or damaged. You must accept all terms and conditions of this Contract. You confirm that you have read and agree with all the terms and conditions of this Contract by receipt without contest. This Contract may not be waived or varied, except in writing, and then only by an authorized representative of Freeman.

1. DEFINITIONS. In this Contract, "Freeman" means Freeman Expositions, Inc., and its respective employees, officers, directors, agents, assigns, affiliated companies, and related entities including any contractors appointed by Freeman. The term "Shipper" means the person or business for whom the property is being shipped or delivered, their respective employees, officers, directors, agents, assigns, affiliated companies, and contractors appointed by the Shipper, excluding only Freeman. Reference to the "property" means any cattle, livestock, stables, machinery, equipment, motors, vehicles, vehicles in transit, goods (whether consigned or otherwise), and any other item in the possession of the Consignee or the Consignee's designated agent. "Freeman" shall mean Freeman Expositions, Inc., and its respective employees, officers, directors, agents, assigns, affiliated companies, and related entities including any contractors appointed by Freeman.

2. FINAL CONTRACT BETWEEN THE PARTIES. In exchange for Shipper's payments and Freeman's services, which the parties have specified in this Contract, Freeman and Shipper each agree that this Contract shall govern their respective rights and obligations regarding the transportation of Shipper's property. This Contract shall take effect when the property first comes into the physical possession of Freeman for inbound shipments and after loading on the applicable carrier for outbound shipments, and the responsibility of Freeman under same shall end when the property has been placed in the possession of the Consignee or the Consignee's designated agent. If any part or provision of this Contract in its entirety or a material part of it is void or unenforceable, the remainder of the Contract shall continue in full force and effect.

3. FREEMAN'S RESPONSIBILITIES UNDER THE CONTRACT ARE LIMITED. Freeman shall not be responsible for the performance of individuals or firms who are not under the direct supervision or control of Freeman, and shall not be responsible for, and shall not be liable for, any loss, delay, or damage beyond its reasonable control, including (by way of illustration only, and not as a limitation on the breadth of this clause) acts of God, war, civil insurrection, riot, act of a third party, or any delays caused by inherent vice, defects in the merchandise, or transit times in excess of product shelf life.

4. PACKAGING AND CRATES. Shipper's property must be well packaged for safe and secure handling and carriage. Where not otherwise agreed, Freeman will not be responsible for the acceptability or suitability of any packaging system or procedure that Shipper might use for its property. Freeman shall not be responsible for damage to loose or uncrated materials, palletized or shrink wrapped, broken or torn crates, broken or torn crates, pallets, or improperly packed or labeled materials. Crates and packaging should be of a design to adequately protect the property for handling, handling, and storage. Freeman recommends that no packaging system or procedure for packaging systems and procedures may be found in publications such as the National Motor Freight Classification, published by the National Motor Freight Traffic Association.

5. PERISHABLE GOODS. Goods of a perishable nature are carried in dry vans without refrigeration if reasonable efforts to provide temperature-controlled transportation have been made. Shipper must acknowledge that shipments of perishable goods are subject to deterioration caused by inherent vice, defects in the merchandise or transit times in excess of product shelf life. Refrigerated, heated, specially ventilated or otherwise specially equipped trailers are not equipped to change the temperature of goods (which are equipped only to maintain temperature). Shipper will give Freeman the written notice of required ambient temperature for the transportation of perishable goods in advance of their delivery to Freeman. Such notice will be given to Freeman at the time of loading or, in the event such notice is not received by Freeman, the property will be carried in the ambient temperature of the available trailer.

6. REFUSED SHIPMENTS. If the Consignee refuses a shipment tendered for delivery or if Freeman is unable to deliver a shipment because of fault or mistake of Freeman, Freeman's liability shall then be determined as follows:

(a) Freeman shall promptly attempt to provide notice, by telephonic, electronic or written communication, to any party, if any, designated in these instructions to receive notice.
(b) Freeman shall promptly attempt to provide notice, by telephonic, electronic or written communication, to any party, if any, designated in these instructions to receive notice.

(a) Freeman shall promptly attempt to provide notice, by telephonic, electronic or written communication, to any party, if any, designated in these instructions to receive notice.
(b) Freeman shall promptly attempt to provide notice, by telephonic, electronic or written communication, to any party, if any, designated in these instructions to receive notice.

(c) Freeman shall promptly attempt to provide notice, by telephonic, electronic or written communication, to any party, if any, designated in these instructions to receive notice.

(d) Freeman shall promptly attempt to provide notice, by telephonic, electronic or written communication, to any party, if any, designated in these instructions to receive notice.

7. INSURANCE. Freeman is NOT AN INSURER.

(a) Freeman is not an insurer and shall not be responsible for insurance or the absence thereof.
(b) Freeman is not an insurer and shall not be responsible for insurance or the absence thereof.

(c) Freeman is not an insurer and shall not be responsible for insurance or the absence thereof.
(d) Freeman is not an insurer and shall not be responsible for insurance or the absence thereof.

8. RECOVERY. The property of the shipper will be restored to the shipper, or the shipper or the shipper's assigns, or the shipper's designated agents, at their option, without liability to Freeman or the shipper, and with no recovery for the present value of the property delivered to them. The property of the shipper will be restored to the shipper, or the shipper or the shipper's assigns, or the shipper's designated agents, at their option, without liability to Freeman or the shipper, and with no recovery for the present value of the property delivered to them.

9. SHIPPER'S RESPONSIBILITIES AND INDEMNIFICATION. In consideration for the services Rendered, the shipper agrees to indemnify and hold Freeman harmless from and against all claims, losses, expenses, and damages resulting from the negligence of Freeman or its employees, agents, or contractors, arising out of or in connection with the transportation of the property, or any loss caused to such property or any loss caused to such property.

10. CLAIMS. Claims must be filed in writing within nine (9) months after the date of delivery of the property (or in the event of claimed damage to the property, within nine (9) months after the date on which the property is claimed to have been delivered to the property). If claims are filed within the time limits herein, Freeman must be notified in writing within the time limits herein, Freeman must be notified in writing.

(a) Freeman shall be given the opportunity to inspect the property at its own expense and liability shall be determined.
(b) Freeman shall be given the opportunity to inspect the property at its own expense and liability shall be determined.

(c) Freeman shall be given the opportunity to inspect the property at its own expense and liability shall be determined.

(d) Freeman shall be given the opportunity to inspect the property at its own expense and liability shall be determined.

11. CHOICE OF FORUM / ARBITRATION. THIS CONTRACT SHALL BE CONSTRUED UNDER THE LAWS OF THE STATE OF TEXAS WITHOUT GIVING EFFECT TO ITS CONFLICT OF LAWS RULES. EXCLUSIVE VENUE FOR ALL DISPUTES ARISING OUT OF OR RELATING TO THIS CONTRACT, SHALL RESIDE IN A COURT OF ORIGINAL JURISDICTION OF COUNTY, TEXAS. NOTWITHSTANDING ANYTHING TO THE CONTRARY IN THIS CONTRACT, FREEMAN MAY HAVE BEEN ADVISED OR BE ON NOTICE OF THE POSSIBILITY OR EVEN THE PROBABILITY OF SUCH DAMAGES.

12. MISCELLANEOUS.

(a) Shipper warrants the accuracy of the weight and dimension data furnished in this Contract; Shipper shall be responsible for any damage resulting from any error in such data; and Freeman shall be entitled to a reasonable adjustment in the charge for transportation based on the actual weight and dimensions of the property.

(b) Shipper understands that if its property is shipped for carriage under a contract of carriage and the property is lost or damaged, the shipper's liability is limited to the payment of the declared value of the property or the fair market value of the property, whichever is less.

(c) Shipper agrees that this Contract may be modified by any third party, including common or contract carriers of cargo by air, water, rail, or road, for the purpose of confirming the right of the shipper to control the property and for the purpose of paying all matters relating to payment for services. The parties agree that all shipments are subject to correction and final charges determined by the actual or re-weighed weight of the shipment.
Utility Service Pricing

Exhibitor Services:  Phone: 972-401-7775  Email: OnlineOrders@SMGICC.Com

All orders must be placed using our online system.
Show registrant will receive a link and temporary password via email once ordering is open.
Contact Exhibitor Services for questions regarding this process.

*Advance Rate applies if ordered ONE week prior to Load In Date, if received after that date On Site Rate Applies

<table>
<thead>
<tr>
<th>Description</th>
<th>Advance Rate*</th>
<th>On Site Rate</th>
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<tbody>
<tr>
<td>up to 20 Amps Single Phase 120V</td>
<td>$110 (No Tax)</td>
<td>$130 (No Tax)</td>
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<tr>
<td>THREE PHASE 208V</td>
<td></td>
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</tr>
<tr>
<td>30 Amps Three Phase 208V</td>
<td>$300 (No Tax)</td>
<td>$325 (No Tax)</td>
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<td>100Amps Three Phase 208V</td>
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<tr>
<td>200 Amps Three Phase 208V</td>
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<td>$1,400 (No Tax)</td>
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<td>Extension Cord 15’</td>
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<td>$16.24</td>
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<tr>
<td>Extension Cord 25’</td>
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<td>$27.06</td>
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<tr>
<td>Extension Cord 50’</td>
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<td>$54.13</td>
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<tr>
<td>Power Strip</td>
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<td>$16.24</td>
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CUSTOM ELECTRICAL WORK*

<table>
<thead>
<tr>
<th>Description</th>
<th>Hourly Rate</th>
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<tbody>
<tr>
<td>On floor Electrician (4hr Min)</td>
<td>$110.00</td>
</tr>
<tr>
<td>Evening/Weekends/Holidays (4hr Min)</td>
<td>$145.00</td>
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</table>

Internet/Telecommunication Services

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<tr>
<th>STANDARD INTERNET &amp; NETWORK SERVICES</th>
<th>Advance Rate*</th>
<th>On Site Rate</th>
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<tbody>
<tr>
<td>High-Speed Internet Connection</td>
<td>$350.00</td>
<td>$400.00</td>
</tr>
<tr>
<td>*20/20 all shared network. Higher speeds available. See Exhibitor Services for pricing.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Additional IP Addresses</td>
<td>$50.00</td>
<td>$50.00</td>
</tr>
<tr>
<td>16 Port Hub Rental</td>
<td>$100.00</td>
<td>$125.00</td>
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<tr>
<td>7 ft Cat 5 Cable</td>
<td>$14.00</td>
<td>$14.00</td>
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<tr>
<td>15 ft Cat 5 Cable</td>
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<td>$30.00</td>
</tr>
<tr>
<td>25 ft Cat 5 Cable</td>
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<td>$50.00</td>
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</tbody>
</table>

SPECIALIZED INTERNET & NETWORK SERVICES

| Dedicated 2MB Service (Static IP)       | $450.00      |
| Dedicated 5MB Service (Static IP)       | $550.00      |
| Dedicated 10MB Service (Static IP)      | $850.00      |
| Must be ordered in Advance             |             |

STANDARD TELECOMMUNICATION SERVICES

| Standard Phone line for Calls         | $325.00      | $350.00      |
| Standard Phone line for Credit Cards  | $300.00      | $350.00      |
| *Limited availability. Contact Exhibitor Services for further details. |
| Telephone Unit                        | $30.00       | $30.00       |

Exhibitor Services:
Phone: 972-2401-7775  Email: OnlineOrders@SMGICC.Com
IRVING FIRE DEPARTMENT REGULATIONS

The information contained in this brief outline does not by any means cover completely the ordinances and regulations contained in the Irving Fire Code, but it does provide the basic rules governing concessions, exhibits and shows in any building open to the public.

1. Submit detailed floor plans to the Fire Marshal at least 15 days before scheduled opening.
2. Submit plans to the Fire Marshal before erecting a structure as a display inside an exhibit building.
3. All life safety equipment must be maintained in good working order.
4. All exit doors serving any occupied area of the building must remain unlocked, unobstructed, and in proper operating condition; exit signs must function properly and be visible from all areas.
5. Fire appliances must not be blocked.
6. All curtains, drapes, or decorations must be non-combustible or flameproof.
7. Any merchandise or material attached to drapes or table skirts must be non-combustible or flameproof.
8. Fire extinguishing equipment needs will be determined by the Fire Marshal and any such equipment must remain visible and accessible.
9. Automotive vehicles and equipment may be displayed if:
   a. There is not more than 5 gallons of fuel or the minimum amount for positioning.
   b. Fuel tanks are locked and sealed.
   c. Battery cables are disconnected. (both sides)
   d. Ignition keys are removed and at display location.
10. The storage of combustible shipping containers must be confined to areas approved by the Fire Marshal.
11. The use, display, or storage of LPG, flammable liquid, or flammable gas must be approved by the Fire Marshal in writing.
12. NO SMOKING BY ORDER OF THE FIRE MARSHAL signs must be posted and maintained in areas so designated by the Fire Marshal; where smoking is allowed, non-combustible ash trays must be approved.
13. The use of open flames, burning, or smoke emitting materials as part of an act, display or show is prohibited.
14. Any use of canned heat must be permitted and approved by the Fire Marshal.
15. Combustible waste is to be collected as it accumulates and be stored in non-combustible, covered containers which are emptied at least once a day.
16. The use of welding and cutting equipment for demonstration purposes must be permitted by the Fire Marshal.
17. The use of compressed gas cylinders must be approved by the Fire Marshal and cylinders must be firmly secured in an upright position.
18. All commercial type cooking appliances shall be equipped with ventilation hoods and approved automatic extinguishing systems. All other cooking devices shall have adequate separation from combustible materials by spacing or non-combustible shielding and adequate ventilation.
19. The use of any gas-fired appliance must be approved by the Fire Marshal (this includes demonstrations) the use of salamander stoves is prohibited.
20. Sawdust and shavings shall be kept flame proofed.
21. Hay and straw if used must be made fire retardant and approved by the Fire Marshal.
22. Electrical equipment must be installed, operated, and maintained in a manner which does not create a hazard to life or property, and must have a green tag from the electrical inspector.
23. All other local and state requirements must be met.

There are Basic Rules and every exhibit must comply prior to scheduled opening.

For assistance please contact 972-721-2651, Irving Fire Department