



TPIE

EXHIBITOR SERVICE MANUAL

**Broward County Convention Center
Halls A, B & C
January 21-23, 2026**



EXHIBITOR / VENDOR GENERAL RULES AND REGULATIONS

1. No freight or packages will be accepted at the Center prior to your designated move-in dates. Coordinate with the Event directly for all shipping instructions.
2. Use of center equipment, supplies and other materials is limited to Center personnel ONLY.
3. The Center does not have dollies. Must provide own equipment.
4. Exhibitor/ Vendors are prohibited from moving the Center's furniture, fixtures, and equipment.
5. **No one under the age of sixteen (16) is allowed on the exhibit floor/loading dock during move-in and move-out.**
6. House lighting, ventilation, and air conditioning will be provided as required during show hours. Energy conservation is of prime concern and minimal light and comfort levels will be maintained during show move in/out.
7. Passenger elevators and all escalators are to be used by the public and should not be used for any freight equipment movement.
8. All cords and carpeting should be taped down immediately after placement.
9. Motorized vehicles and equipment (i.e., carts, forklifts, scooters, etc.) and other movable equipment (i.e. dollies, pallet jacks, etc.) are not permitted on any lobby, pre-function, meeting room or ballroom space.
10. All floor load capacities should be strictly observed. Any variations should be approved in writing by Operator.
11. No oversized vehicle parking permitted
12. No loading in and out from the front of the center.
13. During show hours, no loading in and out or loading dock access.
14. Center office telephones are reserved exclusively for Center operations. Center numbers may not be published as official show or convention number.
15. The Center provides on an exclusive in-house basis all electrical, utility, Internet, event staff security, rigging, technical services personnel, telecommunications and food and beverage services.
16. All facility utilities are property of the Center and it is prohibited to access, tamper or otherwise utilize said utilities without prior written approval of Operator. Costs for repairs, damages, etc. resulting from unauthorized use of utilities are Licensee's responsibility.
17. The sale or distribution of novelty merchandise without prior written approval of Operator. All distributed materials, whether for sales or at no cost, must be distributed from locations approved by Operator.
18. Holes may not be drilled, cored, or punched into any part of the Center or exterior premises.
19. Any and all unsafe conditions or activities will be terminated immediately upon request. The Center will remove disruptive parties as necessary.
20. Open-toed shoes are strictly prohibited during move-in and move-out.

PROHIBITED ITEMS

1. Helium balloons
2. **Outside food & beverage.** See attached Booth Service Catering Form to place a custom order.
3. Personal Hot Spots or Router. See attached Internet Services Order Form for more information.
4. Glitter and Confetti, without the prior written approval from Center.
5. Animals and pets, without written approval. Service animals are permitted under the ADA (Americans with Disabilities Act 2010) and the owner will be fully responsible for his/her animals.
6. Soliciting in the Center or on Center premises.
7. Alcoholic beverages, without prior written permission. Center may prohibit the consumption of alcoholic beverages at any time.
8. Adhesive backed decals & stickers.
9. Exterior banners
10. Concealed Weapons or Firearms, defined under "Florida Statues". Contact the Event Manager for details.

Please contact your Event directly for all other Event specific policies.

Show Dates:
January 21-23, 2026

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Expo Quick Facts/ Show Information

Deadline date to receive discounted rates: January 5, 2026

SCHEDULE

Targeted Exhibitor Move-in:	Friday,	January 16, 2026	1:00pm - 4:30pm
	Monday,	January 19, 2026	8:00am - 4:30pm
	Tuesday,	January 20, 2026	8:00am - 4:30pm
Please refer to the Targeted Exhibitor Move-In schedule page to view your assigned move-in date.			
Show hours:	Wednesday,	January 21, 2026	10:00am - 5:00pm
	Thursday,	January 22, 2026	9:00am - 5:00pm
	Friday,	January 23, 2026	9:00am - 2:00pm
Exhibitor Move-out:	Friday,	January 23, 2026	2:00pm - 11:30pm
Reroute freight:	Friday,	January 23, 2026	10:00pm

MOVE OUT

All carriers must check-in no later than **10:00pm on Friday, January 23, 2026**. If your carrier does not check-in by the designated time above your freight will be rerouted through eLogistics. Exhibitors need to be clear by **11:30pm**.

All freight must be labeled and a Bill of Lading filled out and returned to the Expo Service Desk before leaving your booth. **Any exhibitors without a card on file will have their freight held until paid in full.**

EMPTIES

Empties come out at 2:00pm on Friday, January 23, 2026. This will take approximately 4 to 5 hours. Please plan your hotel and travel arrangements accordingly.

CARPET COLOR

The booth area is carpeted with Black carpet, and the aisles are carpeted with Blue Jay pattern carpet. You may carpet your booth area in any offered color, please see our enclosed Carpeting form for color selection and pricing. Exhibitors are responsible for damages to the carpet caused by exhibiting vehicles, or exhibit materials. To avoid incurring additional fees please order visqueen/plastic protection for the carpet. **Please email info@expocci.com before January 12, 2026 if you do not want the booth carpet that is provided. Any removal requests after this date, will incur a 1 hour minimum labor charge.**

SHOW COLORS

Side Drape: White Back Drape: White/Blue/White

BOOTH EQUIPMENT PACKAGE

Each 10' x 10' booth area is carpeted with Black carpet and will be provided with an 8' high background drape, 3' high side drape, and one booth Identification sign (7" x 44"). (Black Helvetica letters are standard for the ID Signs)

Please email us at info@expocci.com before January 12, 2026, if you **DO NOT** want the Black booth carpet that is provided with your booth. Any removal requests after this date, will incur a 1 hour minimum labor charge. **IF YOU WANT TO ADD GRAPHICS, ADDITIONAL FEATURES, OR ANY SPECIFIC REQUIREMENTS TO MAKE YOUR BOOTH UNIQUE, PLEASE CONTACT US.**

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

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Expo Quick Facts/Show Information

ADVANCE WAREHOUSE SHIPMENT

Materials should be shipped to arrive at our warehouse beginning **Monday, December 8, 2025** but **NO LATER THAN, Monday January 12, 2026**. Freight received before or after these dates will incur a 25% early/late handling fee.

Tropical Plant International Expo 2026 (TPIE)
Your Company Name and Booth #
Expo Convention Contractors, Inc.
15959 NW 15th Avenue
Miami, FL 33169

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

DIRECT SHIPMENT TO FACILITY

Direct to show shipments will be accepted on **Monday and Tuesday, January 19th and 20th, 2026, between 8:00am to 4:30pm. All carriers will need to check-in at the Marshalling Yard, please see direction on pg 7.**
Freight will not be accepted before these dates. Freight received outside of these specified dates will incur a 25% handling fee.

Tropical Plant International Expo 2026 (TPIE)
Your Company Name and Booth #
Expo Convention Contractors, Inc.
c/o Broward County Convention Center -Halls A, B, & C
1950 Eisenhower Blvd
Fort Lauderdale, FL 33316

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

BOOTH CLEANING & BULK TRASH REMOVAL

All rental carpet is delivered clean to your booth space. Vacuuming is not included in your booth package; if you would like to order booth cleaning, you must place an order.

[Check out Cleaning Form.](#)

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

ASSISTANCE

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

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Exhibitor Staggered Move-In Plan

Targeted Exhibitor Move-in Friday, January 16, 2026

243	351	549	651	901	1101	1403	1509	1603	1731
315	411	615	701	909	1111	1411	1521	1611	1743
323	449	623	801	919	1201	1443	1533	1643	1751
333	511	633	809	933	1301	1451	1545	1651	

Targeted Exhibitor Move-in Monday, January 19, 2026

100	127	223	405	715	834	1035	1223	1338	1705	1825	2005	2103	2202	2231
101	131	224	419	719	835	1037	1225	1406	1707	1827	2007	2104	2203	2232
103	133	225	425	723	837	1039	1233	1408	1709	1833	2010	2106	2205	2233
105	134	227	431	725	859	1059	1239	1420	1713	1851	2011	2108	2207	2234
107	135	231	437	727	859	1065	1253	1422	1715	1859	2012	2109	2208	2235
108	137	232	443	731	865	1102	1259	1424	1719	1865	2013	2110	2209	2236
109	139	233	465	733	920	1104	1265	1425	1721	1901	2019	2111	2210	2237
110	201	236	505	735	932	1106	1307	1431	1723	1909	2021	2113	2211	2238
111	202	237	519	737	934	1119	1309	1437	1725	1910	2023	2115	2212	2239
112	203	239	525	739	959	1120	1310	1459	1727	1911	2025	2119	2213	3002
114	205	265	531	759	965	1124	1311	1465	1801	1915	2027	2120	2214	3003
115	206	303	537	765	1001	1125	1312	1503	1802	1919	2031	2122	2215	3005
116	208	304	543	810	1003	1131	1313	1559	1804	1922	2032	2123	2218	3011
117	211	306	559	812	1007	1137	1315	1565	1806	1925	2033	2124	2219	3014
118	215	308	565	819	1013	1143	1319	1619	1809	1931	2034	2127	2220	
119	216	309	601	821	1015	1165	1320	1625	1810	1933	2035	2132	2221	
120	217	316	609	822	1019	1209	1321	1631	1811	1935	2036	2133	2222	
121	218	320	645	823	1021	1211	1322	1637	1815	1937	2039	2134	2223	
122	219	322	659	827	1025	1213	1323	1659	1819	1939	2053	2136	2224	
123	220	332	665	831	1027	1215	1327	1665	1820	1965	2065	2137	2225	
124	221	334	709	832	1031	1219	1331	1701	1822	2001	2101	2139	2226	
125	222	365	711	833	1033	1221	1337	1703	1823	2003	2102	2153	2227	

Targeted Exhibitor Move-in Tuesday, January 20, 2026

140	345	570	1153	1262	1363	1471	1860	2044	2163
144	359	571	1159	1271	1365	1571	1871	2048	2165
145	361	671	1161	1343	1367	1671	1943	2050	2167
244	370	771	1163	1344	1371	1759	1944	2059	2171
259	371	871	1171	1345	1444	1761	1945	2061	2253
261	444	971	1245	1349	1446	1763	1945	2063	2255
266	459	1071	1246	1351	1450	1765	1955	2071	
268	461	1147	1250	1355	1460	1767	1959	2159	
270	471	1149	1252	1359	1462	1771	1961	2160	
271	560	1151	1260	1361	1470	1845	1971	2162	

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Payment Policy

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

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

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

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

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

Expo CCI charges a 3.5% convenience fee for payments using a credit or debit card. This convenience fee is a charge in addition to the original transaction amount or the convenience of being able to use an alternate payment method. The fee will not apply to ACH and Wire payments and the same will be removed once processed. However, wire transfers must include an additional \$30.00 for domestic and \$50.00 for international bank fees.

ADJUSTMENTS/REFUNDS Exhibitors are responsible for ensuring services are rendered as ordered prior to the Show opening. All requests for adjustments must be made on site prior to the Show's closing. Expo CCI will not be responsible for adjustments after the Show closes unless prior arrangements have been agreed to in writing by Expo CCI. **Refunds:** A refund fee may apply depending on the original form of payment. Credit card payments will incur a 6% processing fee. Wire payments will incur a wire transfer fee of \$30 for domestic banks, and \$50 international banks. Refunds can take up to 30 days after a show closes to process.

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

CANCELLATION POLICY On-site exchanges/cancellations of any orders/furnishings will be assessed a 100% pick-up fee. In the event of a natural disaster, acts of God or terrorists, which result in the cancellation of this event, Expo CCI will be entitled to a fee equal to the percentage of work completed by Expo CCI. This percentage will be determined solely by Expo CCI. In the event the deposit received exceeds the percentage of work completed, Expo CCI will refund the excess deposit. Labor must be cancelled in writing, 24 hours in advance to avoid a one (1) hour cancellation or no-show fee per crew and/or worker.

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

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

Exhibitor:

Contact name:

Booth #:

Address:

City:

State:

Zip:

Country:

Phone:

Email:

Credit Card No. used for Payment:

Expires:

Security Code:

(The 3 numbers on back of card or for Amex the 4 numbers on the front)

Billing Address for credit card:

City:

State:

ZIP CODE:

Credit Card Holder (Print Name as it appears on card):

Card Holder Signature:

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

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Terms and Conditions

PAYMENT POLICY:

Labor orders: Labor must be cancelled in writing, 24 hours in advance to avoid a one (1) hour cancellation or no-show fee per crew and/or worker.

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

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

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

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

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

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

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

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

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

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

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

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

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

Refunds: A refund fee may apply depending on the original form of payment. Credit card payments will incur a 6% processing fee. Wire payments will incur a wire transfer fee of \$30 for domestic banks, and \$50 international banks. *Refunds can take up to 30 days after a show closes to process.*

Expo CCI charges a 3.5% convenience fee for payments using a credit or debit card. This convenience fee is a charge in addition to the original transaction amount for the convenience of being able to use an alternate payment method. The fee will not apply to ACH and Wire payments and the same will be removed once processed. However, wire transfers must include an additional \$30.00 for domestic and \$50.00 for international bank fees.

DEFINITIONS AND EXPO RESPONSIBILITIES:

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

INDEMNIFICATION:

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

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Third Party Payment

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

THIRD PARTY PAYMENT CONDITIONS

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

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

All Expo Services

Booth Labor and/or Banner Hanging

Booth Cleaning

Material Handling/Drayage

Shipping w/ eLogistics

Furniture/Carpet

Other (Specify)

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

Authorized Exhibiting Company Signature

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

EXHIBITING COMPANY

Exhibiting Company:

Booth #:

Address:

City:

State:

Country:

Zip:

Email:

Contact/s:

Credit Card No. used for Payment:

Expires:

Security Code:

[The 3 numbers on back of card or for Amex the 4 numbers on the front]

Billing Address for credit card:

City:

State:

ZIP CODE:

Credit Card Holder (Print Name):

Card Holder Signature:

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

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

THIRD PARTY

Third Party Company:

Booth #:

Address:

City:

State:

Country:

Zip:

Email:

Contact/s:

Credit Card No. used for Payment:

Expires:

Security Code:

[The 3 numbers on back of card or for Amex the 4 numbers on the front]

Billing Address for credit card:

City:

State:

ZIP CODE:

Credit Card Holder (Print Name):

Card Holder Signature:

*****Cardholder hereby authorizes EXPO CCI to charge credit card described herein for all charges incurred by Exhibitor and has read, understands, and agrees to all forms in the Exhibitor manual and agrees to pay all charges as described in Cardholder Agreement. All estimated charges must be paid in ADVANCE, AND a valid credit card must be on file with EXPO CCI authorizing payment for modified and/or additional charges. All charges must be paid by end of Show. **On-site exchanges/cancellations of any orders/furnishings will be assessed a 100% pick-up fee. A non-official contractor form and COI must accompany the third Party Payment form.**

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NEED
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click here

NEED
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eLOGISTICS

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NEED ANYTHING?

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

Special Booth Package

Rental price includes delivery to and removal from your booth.

IMPORTANT: TO OBTAIN THE SPECIAL BOOTH PACKAGE, YOUR ORDER AND FULL PAYMENT MUST BE RECEIVED BY January 5, 2026 CHECK OPTION AND QUANTITY DESIRED.

**THIS SPECIAL PACKAGE IS NOT AVAILABLE AFTER DISCOUNT DEADLINE DATE.
NOTHING CAN BE CHANGED IN THIS PACKAGE (COMES AS IS. THERE ARE NO SUBSTITUTIONS,
NOR CREDIT GIVEN FOR UNUSED PACKAGE ITEMS.)**

SPECIAL PACKAGE OPTIONS

Option A ***** \$ 290.00

INCLUDES:

- 1 - 6' x 30" white draped table - 30" h.
- 2 - side chairs
- 1 - wastebasket (trash removal excluded)

SELECT COLOR

White

No substitutions to the booth package. The above rates are offered in advance only (NO onsite orders). Items cancelled after delivery to booth are subject to a 100% charge of the booth package rate.

Quantity Option A:

\$290.00 per package=

Amount
7% TAX
Amount Due

Payment Policy: Payment in full of rental charges including applicable tax, must accompany your order. Invoices must be settled at the service desk prior to show opening. No telephone orders accepted. Cancellation Policy: Items cancelled before the deadline date will be refunded 100%. Items cancelled after move-in begins will be invoiced at 100% of original price.

Company name:

Booth #:

Contact name:

Email:

Phone:

Fax:

Print Name:

Authorized Signature:

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

By signing, I acknowledge that I have read and agree to the rental terms and conditions outlined in the Exhibitor Services Kit.
I understand and approve all charges incurred in connection with the items and services requested on this form.

Please return along with payment policy form via email to info@expocci.com or via fax 305-751-1298.

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

Special Drapery

Color of Drapery: Blue: Black: White: Gray: Teal: Burgundy:

Please check color choice

Feet of 3' high drapery at \$10.00 per linear foot

Feet of 8' high drapery at \$15.00 per linear foot**

Feet of 10' high drapery at \$17.00 per linear foot**

**** 8' and 10' drapery Must be set back 10' from any aisle.**

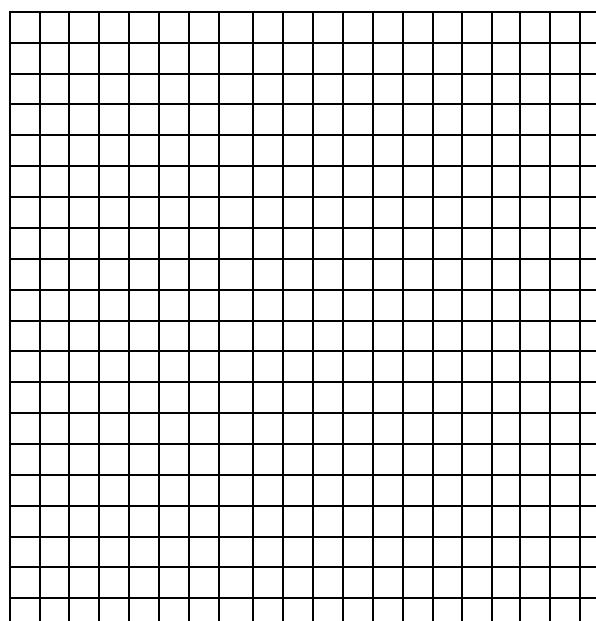
Please use the grid below to indicate your drapery placement

Each Square = 1 foot

Adjacent Booth # _____

Adjacent Booth # _____

Adjacent Booth # _____



Please Specify when you want the drapery set up:

after the carpet has been set
exhibitor supervision*

*if yes, please specify date and time

Amount

7% TAX

Amount Due

Drape Accessories				
Qty	Item	Advance Price	Standard Price	Total
	Aluminum Stanchion 8' high with Base	\$ 20.50	\$ 29.00	
	Aluminum Stanchion 3' high with Base	\$ 20.50	\$ 29.00	
	Tellie / Crossbar	\$ 20.50	\$ 29.00	

Company Name:

Booth #:

Contact Name:

Phone:

Authorized Signature:

Email:

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Phone: 305-751-1234
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Tables

Draped Table



Undraped Table



PLEASE CHECK
COLOR CHOICE

White

Grey

Black

Red

Blue

Teal

Gold

Peach

Burgundy

	Qty	Advance Price	Standard Price	Total Price
2' x 4' - 30" H		\$ 187.50	\$ 244.00	
2' x 6' - 30" H		\$ 207.50	\$ 269.50	
2' x 8' - 30" H		\$ 246.50	\$ 320.50	
2' x 4' - 42" H		\$ 266.50	\$ 346.50	
2' x 6' - 42" H		\$ 286.50	\$ 372.00	
2' x 8' - 42" H		\$ 325.50	\$ 423.50	
4th sided skirt 30"		\$ 65.00	\$ 80.00	
4th sided skirt 42"		\$ 65.00	\$ 80.00	

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

	Qty	Advance Price	Standard Price	Total Price
2' x 4' - 30" H		\$ 140.50	\$ 182.50	
2' x 6' - 30" H		\$ 155.50	\$ 201.50	
2' x 8' - 30" H		\$ 185.00	\$ 240.50	
2' x 4' - 42" H		\$ 199.50	\$ 259.50	
2' x 6' - 42" H		\$ 214.50	\$ 278.50	
2' x 8' - 42" H		\$ 243.50	\$ 316.50	

Amount



30" Round Table

30" L x 30" W x 30" H or 42" H			
	Qty	Advance Price	Standard Price
30" High		\$ 241.50	\$ 314.00
42" High		\$ 277.50	\$ 360.50

Amount

Chrome Square Table



29 1/2" L x 29 1/2" W x 30" H		
Qty	Advance Price	Standard Price
	\$ 220.50	\$ 290.00

Amount



Glass Table

33 1/2" L x 53 1/8" W x 29 1/8" H		
Qty	Advance Price	Standard Price
	\$ 393.50	\$ 511.50

Amount

Charging Table



23" L x 58 7/8" W x 41 1/2" H		
Qty	Advance Price	Standard Price
	\$ 1,179.50	\$ 1,533.00

Amount

Amount

7% TAX

Amount Due

Company Name:

Booth #:

Print Name:

Authorized signature:

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Chairs and Stools



Black Side Chair

17 1/2" L x 20 1/2" W x 30 1/8" H

Qty	Advance Price	Standard Price
	\$ 110.50	\$ 144.00

Amount



White Side Chair

18 15/16" L x 18 1/8" W x 27 7/8" H

Qty	Advance Price	Standard Price
	\$ 159.00	\$ 206.50

Amount



Clear Chair

14 13/16" L x 20 1/4" W x 35 7/32" H

Qty	Advance Price	Standard Price
	\$ 229.50	\$ 298.50

Amount



Light Gray Wood Stool

16 3/4" L x 17 5/8" W x 39 3/16" H

Qty	Advance Price	Standard Price
	\$ 229.50	\$ 298.50

Amount



White Folding Chair

17 5/16" L x 19 1/16" W x 30 3/32" H

Qty	Advance Price	Standard Price
	\$ 110.50	\$ 114.00

Amount



White Stool with Back

15 1/64" L x 16 3/8" W x 36 3/4" H

Qty	Advance Price	Standard Price
	\$ 264.00	\$ 343.00

*adjustable to 30" H or 42" H

Amount



Light Gray Lounge Chair

23" L x 21" W x 32" H

Qty	Advance Price	Standard Price
	\$ 356.50	\$ 463.00

Amount



Black Stool with Back

17 9/16" L x 21 5/8" W x 45 1/8" H

Qty	Advance Price	Standard Price
	\$ 200.50	\$ 260.50

Amount

Amount

7% TAX

Amount Due

Company Name:

Booth #:

Print Name:

Authorized signature:

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| Fax: 305-751-1298

Flooring

Note: Your booth does not include vacuuming. It is possible that your booth carpet will become dirty during set up. Please remember to order booth vacuuming if you would like your booth vacuumed before the show. Exhibitors are responsible for damages to the flooring. If you believe that your exhibit materials may damage the flooring, please order protective visqueen to cover the flooring.

Booth Dimensions (ft.)

[Ft.] LENGTH X WIDTH = Sq. Ft.

What is your booth size?

X =

Wood Vinyl

SELECT WOOD VINYL

Medium
Oak Wood

Silver
Wood



EXPO WOOD VINYL				
Qty	Item	Advance Price	Standard Price	Total Price
	10'x 10'	\$ 679.50	\$ 883.00	
	10'x 20'	\$ 1,357.50	\$ 1,765.50	
	10'x 30'	\$ 2,037.50	\$ 2,648.50	
	10'x 40'	\$ 2,715.50	\$ 3,530.50	

Carpets

SELECT CARPET COLOR

Red



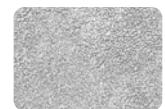
Burgundy



Black



Grey



Blue



Black
Tuxedo



Blue
Tuxedo



EXPO CLASSIC CARPET

Qty	Item	Advance Price	Standard Price	Total Price
	10'x 10'	\$ 195.00	\$ 253.50	
	10'x 20'	\$ 390.00	\$ 507.00	
	10'x 30'	\$ 585.00	\$ 760.50	
	10'x 40'	\$ 780.00	\$ 1014.00	

EXPO CUSTOM CUT FLOORING

BOOTH SIZE: LENGTH X WIDTH = Sq. Ft.

X =

Advance Price

Standard Price

Total Price

Do you want Expo Classic Carpet?

\$ 6.00

\$ 7.50

Do you want Expo Plush Carpet?

\$ 7.50

\$ 10.00

Do you want Expo Vinyl?

\$ 10.50

\$ 14.00

Padding and Visqueen

Sq. Ft.	Item	Advance Price	Standard Price	Total Price
	1/2" Padding	\$ 1.70	\$ 2.20	
	1" Padding	\$ 2.40	\$ 3.00	
	Visqueen	\$ 1.00	\$ 1.30	

Company Name:

Amount

Booth #:

7% TAX

Print Name:

Amount Due

Authorized signature:

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

Accessories



Sign Holder

66" H - Graphic Size 22" W x 28" H

	Qty	Advance Price	Standard Price
NO Graphic		\$ 171.50	\$ 223.50
Single Graphic		\$ 232.50	\$ 301.50
Double Graphic		\$ 293.50	\$ 382.00

Amount



Floor Easel

65" H

Qty	Advance Price	Standard Price
	\$ 47.00	\$ 61.00
Amount		



Adjustable Arm Rack

16" W x 47 11/16" H

Qty	Advance Price	Standard Price
	\$ 94.50	\$ 122.50

Amount



2 Way Waterfall Rack

30" W x 53 5/16" H

Qty	Advance Price	Standard Price
	\$ 118.50	\$ 153.50
Amount		



Mini Refrigerator

20" L x 20" W x 34" H

Qty	Advance Price	Standard Price
	\$ 465.50	\$ 605.50

*Electricity not included

Amount



Black Retractable Rope Stanchions

39 1/2" H - 10 ft. Rope

Qty	Advance Price	Standard Price
	\$ 70.50	\$ 91.50
Amount		

*Minimum order of 2

Amount



Wastebasket

14" L x 10" W x 15" H

Qty	Advance Price	Standard Price
	\$ 51.50	\$ 67.00

Amount

Company Name:

Booth #:

Print Name:

Authorized signature:

Amount

7% TAX

Amount Due

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

Accessories



Arm Light with Bulb

43 8/9" L x 22" W x 17 1/2" H		
Qty	Advance Price	Standard Price
BLACK	\$ 97.50	\$ 126.50
WHITE	\$ 108.00	\$ 140.50

*Electricity not included (25 watts or 0.25 amps per arm light)

*Only for hard wall structures.

Amount



White Shelves

12" W		
	Qty	Advance Price
1 Meter		\$ 71.50
2 Meter		\$ 105.50
3 Meter		\$ 145.50
		\$ 189.50

*Please send layout and heights.

*Only for hard wall structures.

Amount



4' Track Lights with Two Cans

72" L x 6 1/2" W x 9 11/16" H		
Qty	Advance Price	Standard Price
Track	\$ 372.00	\$ 483.50
Additional Can	\$ 101.50	\$ 131.50

*Electricity not included (25 watts or 0.25 amps per can).

Max 4 cans per track.

*Only for hard wall structures.

Amount



Literature Rack

15" L x 11" W x 60" H		
Qty	Advance Price	Standard Price
	\$ 279.50	\$ 363.00

Amount



Rolling TV Stand

26 7/16" L x 18 7/16" W x 66 7/32" H		
Qty	Advance Price	Standard Price
	\$ 256.50	\$ 333.50

*TV not included.

*Holds up to 70 lbs (31.82 kg)

*Height-adjustable 58.7" - 70.31"

Amount



Pegboard Panel

	Qty	Advance Price	Standard Price
2' x 8' V&H		\$ 257.50	\$ 335.00
4' x 8' V&H		\$ 344.00	\$ 447.50

*Weight limit approx. 100 lbs.

*For information and rates about Hooks, please contact us at info@expocci.com

Amount



TV Rentals

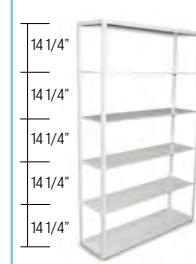
	Qty	Advance Price	Standard Price
43" TV		\$ 758.50	\$ 985.50
55" TV		\$ 929.50	\$ 1,208.00

*Please contact us for other sizes.

*Electricity not included.

*Can be installed on hard walls. An Additional Support and Installation Fee of \$300 applies.

Amount



White Shelving Unit

46 1/2" L x 13 3/4" W x 76" H		
Qty	Advance Price	Standard Price
	\$ 877.50	\$ 1,141.00

*Space in between shelves 14 1/4".

Amount

Amount

7% TAX

Amount Due

NEED ANYTHING?
Phone: 305-751-1234
| Fax: 305-751-1298

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Cabinets

(The deadline to receive orders, payments, and ready-to-print cabinet graphics at a discounted price is January 5, 2026)



1 meter Cabinet with Sliding Doors & Lock

40 9/16" L X 21 1/16" W X 39" H			
	Qty	Advance Price	Standard Price
Front graphic		\$ 549.00	\$ 713.50
WHITE		\$ 421.00	\$ 547.50
Graphic Size	37 15/16" W x 35 7/8" H		
Amount			



2 meter Curved Cabinet with Sliding Doors & Lock

79 5/8" L X 37 1/16" W X 39" H			
	Qty	Advance Price	Standard Price
Front graphic		\$ 814.00	\$ 1,058.50
WHITE		\$ 572.50	\$ 744.00
Graphic Size	85 5/8" W x 35 7/8" H		
Amount			



1 meter Curved Cabinet with Sliding Doors & Lock

40 9/16" L X 29" W X 39" H			
	Qty	Advance Price	Standard Price
Front graphic		\$ 615.50	\$ 800.50
WHITE		\$ 473.50	\$ 615.50
Graphic Size	42 1/4" W x 35 7/8" H		
Amount			



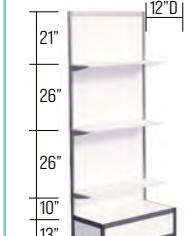
2 meter Curved Corner Cabinet with Sliding Doors & Lock

79 5/8" L X 21 1/16" W X 39" H			
	Qty	Advance Price	Standard Price
Graphic		\$ 826.50	\$ 1,074.50
WHITE		\$ 572.00	\$ 744.50
Graphic Size	Front: 37 15/16" W x 35 7/8" H Both Sides: 29 5/8" W x 35 7/8" H		
Amount			



1 meter Wood Cabinet with Doors & Lock

39 1/8" W x 38 1/2" H x 17 3/16" D			
	Qty	Advance Price	Standard Price
Front graphic		\$ 632.00	\$ 821.50
WHITE		\$ 485.00	\$ 630.50
Graphic Size	39 1/8" W x 38 1/2" H		
Amount			



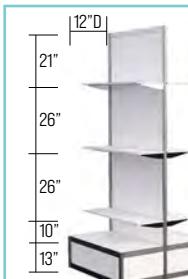
1 meter Gondola Single Sided with 3 Shelves

40 9/16" L X 21 1/16" W X 96 1/32" H			
Shelves	Qty	Advance Price	Standard Price
Straight		\$ 487.00	\$ 633.50
Angled		\$ 563.00	\$ 731.50
Amount			



2 meter Cabinet with Sliding Doors & Lock

79 5/8" L X 21 1/16" W X 39" H			
	Qty	Advance Price	Standard Price
Front graphic		\$ 783.50	\$ 1,018.50
WHITE		\$ 540.50	\$ 702.50
Graphic Size	77" W x 35 7/8" H		
Amount			



1 meter Gondola Double Sided with 6 Shelves

40 9/16" L X 40 9/16" W X 96 1/32" H			
Shelves	Qty	Advance Price	Standard Price
Straight		\$ 609.50	\$ 792.00
Angled		\$ 730.50	\$ 950.00
Amount			

*Prices for Side Graphics on cabinets are additional.

Qty	Advance Price	Standard Price
	\$ 63.50	\$ 82.50
Graphic Size	18 1/2" W x 35 7/8" H	

Please submit graphics to - designanddisplay@expocci.com
- Specifying the SHOW NAME AND COMPANY NAME.

Amount
7% TAX
Amount Due

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Phone: 305-751-1234
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Showcases

**Electricity not included.*



Solid Wall Case

	Qty	Advance Price	Standard Price
WHITE		\$ 1,037.50	\$ 1,348.50
BLACK		\$ 1,037.50	\$ 1,348.50
Size	18" L x 70" W x 84" H		
Amount			



See Thru Wall Case

	Qty	Advance Price	Standard Price
WHITE		\$ 1,065.50	\$ 1,385.50
BLACK		\$ 1,065.50	\$ 1,385.50
Size	18" L x 70" W x 84" H		
Amount			



Classic Black Showcase

	Qty	Advance Price	Standard Price
4 Feet		\$ 668.00	\$ 868.00
5 Feet		\$ 668.00	\$ 868.00
6 Feet		\$ 668.00	\$ 868.00
Size	20" L x 42" H		
Select view	Half	Quarter	
Amount			



Tower Case TCS1639

	Qty	Advance Price	Standard Price
GREY		\$ 909.00	\$ 1,181.50
BLACK		\$ 909.00	\$ 1,181.50
Size	16" L x 39" W x 79" H		
Amount			



Standard Showcase

	Qty	Advance Price	Standard Price
4 Feet		\$ 804.00	\$ 1,045.00
5 Feet		\$ 804.00	\$ 1,045.00
6 Feet		\$ 804.00	\$ 1,045.00
Size	20" L x 38" H		
Select Color	WHITE	BLACK	
Select view	Full	Half	Quarter
Amount			



Tower Case TCS1651

	Qty	Advance Price	Standard Price
GREY		\$ 1,065.50	\$ 1,385.50
BLACK		\$ 1,065.50	\$ 1,385.50
Size	20" L x 68" W x 84" H		
Amount			



Elite Showcase

	Qty	Advance Price	Standard Price
4 Feet		\$ 851.00	\$ 1,106.00
5 Feet		\$ 851.00	\$ 1,106.00
6 Feet		\$ 851.00	\$ 1,106.00
Size	20" L x 41 15/16" H		
Select Color	WHITE	BLACK	
Select view	Full	Half	Quarter
Amount			



Standard 2020

	Qty	Advance Price	Standard Price
LIGHT GREY		\$ 880.00	\$ 1,144.00
BLACK		\$ 880.00	\$ 1,144.00
Size	20" L x 20" W x 79" H		
Amount			

Company Name:

Booth #:

Print Name:

Authorized signature:

By signing, I acknowledge that I have read and agree to the rental terms and conditions outlined in the Exhibitor Services Kit.
I understand and approve all charges incurred in connection with the items and services requested on this form.

Please return along with payment policy form via email to info@expocci.com or via fax 305-751-1298.

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

Amount
7% TAX
Amount Due

Show Dates:
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December 6, 2025

NEED
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[click here](#)

NEED
SHIPPING
TO AND FROM
A TRADESHOW?



[click here](#)

NEED ANYTHING?

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

Graphics

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



Pull up Banner

Qty	Advance Price	Standard Price
1	\$ 601.50	\$ 782.50
Graphic Size		
33 1/2" W x 80" H		

Amount



1 meter B-Matrix Panel with Graphic on PVC

Qty	Advance Price	Standard Price
1	\$ 777.50	\$ 1,010.50
Graphic Size		
38 3/4" W x 94 7/8" H		

*Frame Included

Amount

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2 meter B-Matrix with Graphic on PVC

Qty	Advance Price	Standard Price
1	\$ 1,567.50	\$ 2,038.00
Overall Graphic Size		
78 1/9" W x 94 7/8" H		

*Frame Included

Amount

[click here](#)

to download template



3 meter B-Matrix with Graphic on PVC

Qty	Advance Price	Standard Price
1	\$ 2,345.50	\$ 3,049.50
Overall Graphic Size		
117 3/17" W x 94 7/8" H		

*Frame Included

Amount

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Printing Price Per SQ-FT for any custom size is _____

\$ 23.00

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

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

Company Name:

Booth #:

Print Name:

Authorized signature:

Amount

7% TAX

Amount Due

By signing, I acknowledge that I have read and agree to the rental terms and conditions outlined in the Exhibitor Services Kit.
I understand and approve all charges incurred in connection with the items and services requested on this form.

Please return along with payment policy form via email to info@expocci.com or via fax 305-751-1298.

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NEED ANYTHING?

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

Turnkey Rental Form

(The deadline to receive orders, payments, and ready-to-print graphics at a discounted price is December 6, 2025)
EXPO HARD WALL BOOTH OPTIONS

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

Qty	Item	Advance Price	Standard Price	TOTAL
	Turnkey Rental Booth 101	\$ 5,874.50	\$ 7,636.50	
	Turnkey Rental Booth 102	\$ 4,808.50	\$ 6,250.50	
	Turnkey Rental Booth 103	\$ 6,333.50	\$ 8,233.50	
	Turnkey Rental Booth 105	\$ 6,600.50	\$ 8,580.50	
	Turnkey Rental Booth 201	\$ 8,040.50	\$ 10,452.50	
	Turnkey Rental Booth 202	\$ 9,070.50	\$ 11,791.50	

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

Electrical is not included.

7% TAX

Amount Due

Do you want something
different than the standard
booth?

Call our Custom
Design Department

305-751-1234

We will custom design a booth to best
show off your product. Send an email
to designanddisplay@expocci.com

Additional Requests:

Company name:

Booth #:

Contact name:

Email:

Phone:

Fax:

Please submit graphics to - designanddisplay@expocci.com - Specifying the SHOW NAME AND COMPANY NAME.

Company Name:

Booth #:

Print Name:

Authorized signature:

By signing, I acknowledge that I have read and agree to the rental terms and conditions outlined in the Exhibitor Services Kit.
I understand and approve all charges incurred in connection with the items and services requested on this form.

Please return along with payment policy form via email to info@expocci.com or via fax 305-751-1298.

ALL ORDERS MAY ALSO BE PLACED THROUGH OUR SECURE
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NEED ANYTHING?

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

Turnkey Rental Booth

Turnkey Rental Booth 101

ADVANCED \$ 5,874.50 | STANDARD \$ 7,636.50



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to download template

Included items:

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

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

Turnkey Rental Booth 102

ADVANCED \$ 4,808.50 | STANDARD \$ 6,250.50



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Included items:

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

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

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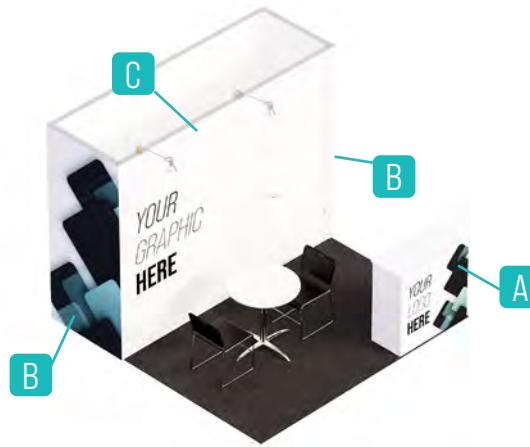
NEED ANYTHING?

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

Turnkey Rental Booth

Turnkey Rental Booth 103

ADVANCED \$ 6,333.50 | STANDARD \$ 8,233.50



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Included items:

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

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

Turnkey Rental Booth 105

ADVANCED \$ 6,600.50 | STANDARD \$ 8,580.50



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Included items:

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

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

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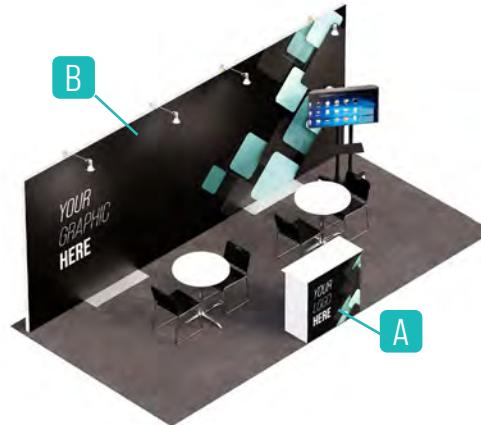
NEED ANYTHING?

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

Turnkey Rental Booth

Turnkey Rental Booth 201

ADVANCED \$ 8,040.50 | STANDARD \$ 10,452.50



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Included items:

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

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

Turnkey Rental Booth 202

ADVANCED \$ 9,070.50 | STANDARD \$ 11,791.50



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Included items:

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

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



WE CREATE **CUSTOM** TRADESHOW **DISPLAYS**

YOUR CUSTOMERS WILL
NEVER FORGET!

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

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CONTACT US

✉ **EMAIL**

designanddisplay@expocci.com

📞 **PHONE #**

305-751-1234

MORE ABOUT US
AND OUR WORK



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

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



expo
convention
contractors

SHIPPING SERVICES

FOR ALL YOUR
TRADESHOW NEEDS



OUR PREFERRED CARRIER



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ARE YOU SHIPPING TO or FROM A TRADE SHOW ?

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

CONTACT INFO

COMPANY NAME

CONTACT NAME 1 2

PHONE NUMBER 1 2

E-MAIL 1 2

SHOW NAME

PICK-UP ADDRESS

BUSINESS HOURS

INSTRUCTIONS

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

Is there a Loading Dock? YES NO

Residential Area? YES NO

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

Does the driver need to go in elevator? YES NO

PICK-UP LOCATION Office Dock Other

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

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

PICK-UP DATE

DESTINATION ADDRESS

DATE SHIPMENT MUST ARRIVE AT DESTINATION

NUMBER OF PIECES

TYPE OF SHIPMENT Pallet / Skid Fiber Case Carton
 Crate Other

Dimensions

Aprox. Weight

SHOW NAME

BOOTH #

COMPANY NAME

ADDRESS

SIGNATURE

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

SHIPPING TO,
AND FROM YOUR TRADE SHOW
MADE EFFORTLESS

305.751.1234 | elogistics@expocci.com

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January 12, 2026

NEED
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NEED
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eLOGISTICS

click here

NEED ANYTHING?

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

Material Handling Authorization

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

Please complete the following information:

We plan to ship to: Advance Warehouse Direct to Show Site

We plan to ship on [date]:

Our material should arrive on [date]:

Carrier name: Pro#:

Origin shipment (City, state):

Please provide a contact name and number for any questions EXPO CCI may have in regards to this shipment.

Name: Phone:

Please indicate number of pieces and the estimated weight

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

Total weight: _____

100 pound minimum charge per shipment

Computation of Material Handling Services

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

Advance Shipment	\$1.45 per pound	Direct Shipment	\$1.45 per pound
Advance Shipping Address: Expo Convention Contractors, Inc. 15959 NW 15th Avenue Miami, FL 33169		Direct Shipping Address: Expo Convention Contractors, Inc. c/o Broward County Convention Center -Halls A, B, & C 1950 Eisenhower Blvd Fort Lauderdale, FL 33316	
Deadline Date is: January 12, 2026	Shipments received after this date will incur an additional 25% late handling fee.	Will not be accepted prior to: January 19, 2026	Shipments received before this date will incur an additional 25% handling fee.

Advance Shipment Rates Include:
Unloading crated material.
Storing at EXPO CCI's warehouse for up to 30 days.
Unloading materials and delivery to your booth
Removing of empty shipping containers from your booth, storing during show, returning at close of show.
Reloading materials onto outbound transportation.

Direct Shipment Rates Include:
Unloading materials when received and delivery to your booth
Removing of empty shipping containers from your booth, storing during show, returning at close of show.
Reloading materials onto outbound transportation.

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

Small Package Fee
(per shipment 1 - 50 pounds) - \$125.00

Additional Surcharges based on inbound weight:
Warehouse shipment Delivered after the deadline date. Add 25% to above rates. Show Site Shipment Delivered Off Target, not on exhibitor set-up day. Add 25% to above rates.

Charges apply for pottery, stone, and statuary. Please see the bottom of the Material Handling information page for details and rates.

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

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

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

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

Company Name:

Booth #

Contact Name:

Email:

Authorized Signature:

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

By signing, I acknowledge that I have read and agree to the rental terms and conditions outlined in the Exhibitor Services Kit.
I understand and approve all charges incurred in connection with the items and services requested on this form.

Please return along with payment policy form via email to info@expocci.com or via fax 305-751-1298.

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

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NEED ANYTHING?

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

Shipping Instructions

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

ALL SHIPMENTS MUST ARRIVE PRE-PAID



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

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

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

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

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

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

INSURANCE

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

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

Company name:

Booth #:

Address:

Attention:

Phone:

Fax:

City:

State:

Zip code:

Authorized by (please print):

Title:

Signature:

Convention/Tradeshow:

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

By signing, I acknowledge that I have read and agree to the rental terms and conditions outlined in the Exhibitor Services Kit. I understand and approve all charges incurred in connection with the items and services requested on this form.

Please return along with payment policy form via email to info@expocci.com or via fax 305-751-1298.

ALL ORDERS MAY ALSO BE PLACED THROUGH OUR SECURE
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click here

NEED ANYTHING?

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

Material Handling Information

Special Handling

Surcharge: 25%

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

Late Shipments

Surcharge: 25%

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

Uncrated Shipments

Rate as shown on Material Handling Authorization Form

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

Off Target Deliveries

Surcharge: See below

For targeted shows (exhibitors who received/requested a Targeted Date/Time), a surcharge will apply if shipment is not delivered (or carrier has not checked in) during assigned target date/time. **Surcharge: 25% or 1 hour labor per 100 sq ft. See Labor Order Form for rates**

Shipments arriving at the warehouse during Expo show move-in days and/or Exhibitor Move-in Days will be charged a Delivery Fee. This fee will be based on the shipment received and the Delivery Location. The minimum charge will be \$250.00. Please see the Expo Quick Facts for Delivery Days, Times and Location. **Based on weight of materials and location. Any shipments arriving to the advanced warehouse or direct to show site prior to receiving dates listed on Expo Quick Facts will incur an Off Target Fee. Surcharge: 25% or 1 hour labor per 100 sq ft. See Labor Order Form for rates**

Padded Van Deliveries

Surcharge: \$10.00/CWT

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

Marshaling Yard

Surcharge: Maximum \$25.00

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

Reweigh of Shipments

Surcharge: \$31.00 per forklift load

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

Envelope Deliveries

Surcharge: See Material Handling Authorization Form for Small Package Fee

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

Accessible Storage

Surcharge: See below for Per Skid Rate. See Labor Form for applicable Labor Rate

Accessible storage will be accessible during the show, but not necessarily by Exhibitors. Accessible Storage will be charged per piece at \$135. There is a one hour labor rate charge for each time the accessible storage is accessed. There will be no charge to return material to the booth at the close of the show.

Return to Warehouse

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

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

Vehicle Spotting Fee

Surcharge: Rate as Shown on Vehicle Spotting Fee Form

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

Booth Disposal Fee

Surcharge: \$5.00 per Sq. Ft or a minimum labor charge of \$500.00

All exhibitors and EAC (exhibitor appointed contractor) are responsible for removing all crates, cartons, and materials from the event site upon show conclusion. Failure to do so can result in a disposal fee of \$5.00 per Sq. Ft or a minimum labor charge of \$500.00, whichever is greater.* This fee is design to cover the costs associated with the removal and disposal of any items left behind, ensuring a smooth transition for our event space.

Earthenware Statuary/Pottery & Stone

Surcharge: 50% less then Direct to Show-Site Material Handling Rate

Direct to show-site shipments will be charged published rates less 50% then regular direct material handling rate. Advance Warehouse Shipments are exempt from this discount. There is a 2,500 lb minimum. If you have any questions about material handling, please contact EXPO Customer Service department

Empty Storage Sticker

Surcharge: \$100 per sticker

Priority Empty Storage will be brought out first after aisle carpet is removed.

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

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

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

Material Handling Q & A

Questions and Answers

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

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

What is the definition of "freight"?

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

What is a "certified weight ticket"?

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

Important Facts About Advance Shipments

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

EXPO CCI will begin accepting your shipments 30 days prior to first show open day (dates may vary depending on show schedule, please see show information details for receiving dates).

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

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

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

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

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

Material Handling Charges

What determines how much I am charged?

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

How do I calculate material handling charges?

Material handling services, whether used completely, or in part, are offered as a package. For example: 185 lbs. = 185 lbs X RATE = \$ Amount or minimum charge, whichever is greater.

Will there be any additional charges?

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

What is considered a small package?

Shipments that arrive via small package carrier such as FedEx Express Service, UPS small package service or DHL small package service AND do not have a certified weight ticket included with shipment. This will typically refer to any small packages weighing under 50 lbs. Please refer to the Material Handling Authorization for the weight range of a small package

How do I calculate my small package shipment?

Charges for specialized carrier shipments are based on per carton, per delivery. Example: I'm shipping 3 packages via FedEx, how much will I be charged? 3 x small package fee = \$ amount charged.

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

Weights from multiple shipments delivered on the same day from the same carrier will be combined. In these cases, standard material handling rates may apply, based on total weight.

What is the difference between material handling and shipping?

Shipping is the process of carrying your shipment from your location or pick-up area to its destination and also the process of returning your shipment back to your location after the close of the show.

Material handling begins at the time your shipment arrives to the docks (please refer to "What is material handling?" for the full definition.)

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

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

Crated - Uncrated - Special Handling

What are CRATED materials?

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

What are UNCRATED materials?

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

What is SPECIAL HANDLING?

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

Important Facts About Direct Shipments

What are direct shipments?

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

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

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

Liability Insurance

What is and why would I need liability insurance?

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

Outbound Shipments

You must complete an EXPO CCI Bill of Lading (BOL) for all outbound shipments. A BOL will be distributed at show site if all services have been paid in full, or you can request one at the customer service desk. Upon completion of packing and labeling of your materials, complete the BOL with all required information, and return to customer service.

If you have questions on how to complete your Bill of Lading (BOL), please ask a EXPO CCI customer service representative located at the customer service desk. If you are NOT using the designated shipping carrier, you must call your carrier with pick-up information. If your carrier fails to pick up your shipment, EXPO CCI will either reroute your freight through the carrier of our choice or return to the local warehouse (whichever is indicated on your BOL).

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Advance Shipping Labels



TO: Expo Convention Contractors, Inc.
15959 NW 15th Avenue
Miami, FL 33169
FOR: Tropical Plant International Expo 2026 (TPIE)
RECEIVING HOURS: M - F 8:30am - 3:30pm



First day freight can arrive w/o a surcharge
December 8, 2025
Last day freight can arrive w/o a surcharge
January 12, 2026

ADVANCE WAREHOUSE

Company Name:
Contact name:
Contact phone:
BOOTH #:



TO: Expo Convention Contractors, Inc.
15959 NW 15th Avenue
Miami, FL 33169
FOR: Tropical Plant International Expo 2026 (TPIE)
RECEIVING HOURS: M - F 8:30am - 3:30pm



First day freight can arrive w/o a surcharge
December 8, 2025
Last day freight can arrive w/o a surcharge
January 12, 2026

ADVANCE WAREHOUSE

Company Name:
Contact name:
Contact phone:
BOOTH #:



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

Direct Shipping Labels



TO: Expo Convention Contractors, Inc.
c/o Broward County Convention Center-Halls A, B, & C
1950 Eisenhower Blvd
Fort Lauderdale, FL 33316

FOR: Tropical Plant International Expo 2026 (TPIE)



WILL NOT BE ACCEPTED PRIOR TO

January 19, 2026

DIRECT SHIPPING

Company Name:

Contact name:

Contact phone:

BOOTH #:



TO: Expo Convention Contractors, Inc.
c/o Broward County Convention Center-Halls A, B, & C
1950 Eisenhower Blvd
Fort Lauderdale, FL 33316

FOR: Tropical Plant International Expo 2026 (TPIE)



WILL NOT BE ACCEPTED PRIOR TO

January 19, 2026

DIRECT SHIPPING

Company Name:

Contact name:

Contact phone:

BOOTH #:



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Self-Unload/POV Service Information & Rates

The TPIE POV SERVICE is a feature for exhibitors using a Personally Owned Vehicle (POV) that meets the requirements below.

POV's (Personally Owned Vehicles) are defined as:

Cars, pick-up trucks, vans and other trucks owned/leased by the exhibiting company, and driven by a full time exhibiting company employee will be unloaded by the TPIE provided labor service.

- ❖ POV's must show proof that the vehicle is owned/leased by the exhibiting company. (e.g. Truck registration, Title, Lease Agreement or permanent Company Markings on the truck.)
- ❖ Driver's and other passengers must be able to show proof of full time employment with the exhibiting company. (e.g. Business card or company ID.)
- ❖ Exhibiting companies may not carry exhibit materials for other exhibitors. These items would be subject to material handling charges.
- ❖ The TPIE POV Service is Not Available for Advance Warehouse Shipments. These shipments are subject to the rates indicated in the Material Handling Form

Exhibitors who have extensive unloading requirements can use the material handling services. Arrangements for this service can be made in advance, see Material Handling Form, or on-site at the EXPO Service Desk.

Empty storage service will only be available to exhibitors who utilize the complete material handling service. POV exhibitor empty storage will be provided at **\$100 PER STICKER**.

All POV's must report to the Marshaling Yard during **MOVE-IN & MOVE-OUT** to gain entry into the Loading Dock Area. **EXPO WILL NOT BE RESPONSIBLE FOR ANY DAMAGES**. Exhibitors are required to carry all risk floater insurance covering their product and exhibit materials against damage, loss and other hazards. The coverage should start when the product and exhibit material leaves your place of business and end when it is returned to your facility after the show.

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Vehicle Spotting

All exhibiting vehicles, must sign up for this service.

Exhibitor must email or fax orders by **January 12, 2026** to schedule move-in time.

Fax: 305-751-1298 or info@expocci.com

VEHICLE SPOTTING FEES

\$ 335.00 for the FIRST TWO ROUNDTRIP PER VEHICLE

\$ 168.00 for EVERY ADDITIONAL ROUNDTRIP PER VEHICLE

VEHICLE SPOTTING RULES AND REGULATIONS

- EXPO CCI employee or Union labor shall spot each vehicle.
- All motorized vehicles displayed shall have batteries disconnected at the "hot" lead. The lead shall be safely secured.
- Fuel supplies in vehicles on display shall not exceed 1/4 of a tank of gas. The tank must be purged with carbon dioxide (CO2).
- All motor vehicle tanks containing fuel shall be furnished with locking type caps or sealed with tape to preclude inspection by viewers.
- Vehicles on display require poly-tack and a drip pan.
- Exhibitor must show insurance for both the driver and the car.

By signing this form the Exhibitor accepts the terms of the "EXPO CCI Hold Harmless Agreement" (See Area Work Rules).

Under no circumstance shall an EXPO CCI employee or any Union labor drive any vehicle onto the show floor.

PAYMENT POLICY FORM MUST ACCOMPANY ORDER

With the exception of signature, please print the information below clearly, thank you.

Company Name:

Booth #:

Move-In Time and Date:

Move-Out Time and Date:

Authorized By (please print):

Email:

Signature:

Number of Vehicles and Type:

By signing, I acknowledge that I have read and agree to the rental terms and conditions outlined in the Exhibitor Services Kit.
I understand and approve all charges incurred in connection with the items and services requested on this form.

Please return along with payment policy form via email to info@expocci.com or via fax 305-751-1298.

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

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SEAMLESS STORAGE

solution for your

TRADESHOW NEEDS

AVAILABLE
NOW



STORE WITH EASE, EXHIBIT WITH CONFIDENCE

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Labor

LABOR INFORMATION

				Discount Price	Standard Price	Show site Price
Straight Time	Monday - Friday	8:00am - 4:30pm		\$ 112.00	\$ 146.00	\$ 197.50
Over Time	Monday - Friday	4:30pm - 8:00am		\$ 168.00	\$ 218.50	\$ 295.00
	Saturday - Sunday	All Day				
Double Time	Holidays	All Day		\$ 224.00	\$ 291.50	\$ 394.00

Please note

- Hours are based on estimates, you will be invoiced for actual time incurred.
- Requested times are not guaranteed and are based on availability.
- Minimum one hour will be charged. Additional time will be billed in half-hour increments.
- Labor must be cancelled in writing, 24 hours in advance to avoid a one (1) hour cancellation or no-show fee per crew and/or worker.

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

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

Installation

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

Dismantle

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

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

Set Up Information for Installation

Please check all that apply and provide information where requested:

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

Inbound Freight Information

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

You can return the completed form via email at info@expocci.com or via fax 305-751-1298.

Outbound Freight Information

Please complete the Bill of Lading (BOL) form on our website: <https://expocci.boomerecommerce.com>

Additionally, please refer to the included [Shipping Instructions Form](#) for detailed guidelines.

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

Force Freight through EXPO CCI's preferred carrier:

Send shipment back to EXPO CCI warehouse: (\$50.00 min. fee.)

Company Name:

Booth #:

Print Name:

Authorized signature:

By signing, I acknowledge that I have read and agree to the rental terms and conditions outlined in the Exhibitor Services Kit. I understand and approve all charges incurred in connection with the items and services requested on this form.

Please return along with payment policy form via email to info@expocci.com or via fax 305-751-1298.

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| Fax: 305-751-1298

Forklift Service

DO NOT USE THIS FORM FOR MATERIAL HANDLING SERVICES

Please complete the following:

of pieces to be spotted

Requested date/time: (times are not guaranteed)

Heaviest piece to be spotted

Description of work to be performed:

GROUND RIGGING FORKLIFT RENTAL

Forklift Rental - Up to 5,000 LB Capacity				
Qty	Item	Discount Price	Regular Price	Total Price
	Straight-time hourly rental	\$ 262.00	\$ 341.00	
	Overtime hourly hourly rental	\$ 318.00	\$ 413.50	
	Double-time hourly rental	\$ 374.00	\$ 486.50	

Please contact us if your forklift exceeds a 5,000 lb capacity.

A quote for a higher-capacity lift will be provided upon request.

Email us at info@expocci.com or call us at 305-751-1234

Please note

Rate structure included lift and (1) operator only. Minimum crews are based on scope of work and area jurisdiction.

Additional labor and ground men will be billed at the hourly rate.

The minimum charge for labor and equipment is one (1) hour. Labor and equipment thereafter is charged in half (1/2) hour increments.

Orders cancelled without 24-hour notice will be charged a one (1) hour cancellation fee.

In-Booth Forklift Service

Starting time can be guaranteed only when labor is requested for the start of the working day at 8:00am.

All exhibit labor for 8:00am starting times will be dispatched to booth space.

Confirm labor and forklift by 2:30 pm the day before date requested.

Please have a representative pick-up the crew at the labor desk and supervise the work to be done.

Upon completion, the exhibitor's representative will return the crew to the labor desk and approve the work order.

Equipment and labor cancelled without a 24 hour notice shall be charged a one (1) hour cancellation fee per worker and forklift.

If exhibitor fails to use the worker and equipment at the time confirmed, a one (1) hour "No Show" charge per worker and forklift will apply.

Company Name:

Booth #

Contact Name:

Email:

Authorized Signature:

Signature also indicates you read and accept the Payment Policy and Term and Conditions. Must order by discount deadline date to receive discounted pricing. Payment Authorization must be completed and returned with order. There are no exchanges or refunds once item has been delivered to your booth. Cancellation must be received 24 hours prior to first exhibitor move-in day

By signing, I acknowledge that I have read and agree to the rental terms and conditions outlined in the Exhibitor Services Kit.

I understand and approve all charges incurred in connection with the items and services requested on this form.

Please return along with payment policy via email to info@expocci.com or via fax 305-751-1298.

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Hanging Signs and Banners

Instructions

All hanging signs must conform to Show Management rules and regulations and facility limitations.

All overhead hanging signs or banners must be handled by Expo CCI.

Overhead hanging signs must be sent in separate containers directly to Expo Convention Contractors, Inc. warehouse using the enclosed HANGING SIGN LABELS.

Hanging anchor points must be pre-fabricated and ready for use.

Electrical signs must be in working order and in accordance with the National Electrical Code. ELECTRICAL SERVICE requirements must be ordered in advance on the enclosed ELECTRICAL SERVICE order form. For Signs other than banners, include blueprint or drawing containing diagram detailed information so anchor points can be determined.

Equipment and Labor Rates to Hang Signs

STRAIGHT TIME - 8:00am to 4:30pm, Monday through Friday

OVERTIME - 4:30pm to 8:00am, Monday through Friday

All Day Saturday and Sunday

CREW SIZE - MINIMUM of two people, Operator and one rigger

MATERIALS - Cable, Clamps, etc. Additional and charged accordingly.

EQUIPMENT WITH CREW: *Rates are per Lift Crew/ per hours.

*One hour Minimum per lift Crew.

	Straight Time	Overtime
Boom Lift with Crew: (Condor/Snorkel) up to 200 lb. lift capacity.	\$ 700.00 Standard price Show-Site price	\$ 1,050.00 \$ 1,365.00 \$ 1,843.00
Additional crew/ Assembly labor:	Discount price Standard price Show-Site price	\$ 112.00 \$ 146.00 \$ 197.50
		\$ 168.00 \$ 218.50 \$ 295.00

Installation DATE / TIME:

Approx. Hours	Hourly Rate	Total Estimate Cost
---------------	-------------	---------------------

@ =

Dismantle DATE/TIME:

Approx. Hours	Hourly Rate	Total Estimate Cost
---------------	-------------	---------------------

@ =

Times and dates requested are estimates only. We will try our best to accommodate this time, but there are no guarantees.

Supervision for installation and dismantling of overhead hanging signs can be provided by EXPO CONVENTION CONTRACTORS., your company representative or display house.

Please indicate method of supervision you require:

EXPO CCI IGD	Exhibitor Personnel	Display house
--------------	---------------------	---------------

* Additional crew and/or equipment will be used if the supervisor deems it necessary to safely complete the installation and/or dismantling of a job and will be charged accordingly.

NOTE: WE ARE NOT RESPONSIBLE FOR, LIABLE FOR, AND WILL NOT HANG ANY SIGNAGE CONSTRUCTED IN ANY MANNER DEEMED UNSAFE.

Amount
7% TAX
Amount Due

Sign Description, Size & Weight

Type: Cloth Banner Metal or Wood Other

Shape: Square Triangle Rectangle Other

Size: Height Length Width

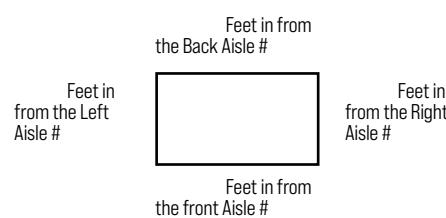
Weight of sign:

Does your Sign requires Electricity Assembly

Placement Diagram

Use diagram below to represent your booth space. Indicate how far in from each boundary you would like your sign placed.

*The ceiling structure and relation to the support beam may require your sign to be moved from your specified location.



Number of feet from bottom of sign:

Payment Policy: All invoices must be settled at our Service desk prior to the closing of the Show. For your convenience, MasterCard, American Express and Visa credit cards will be accepted. No credits will be issued after the closing of the show.

Important: TO OBTAIN DISCOUNT PRICE, FULL PAYMENT MUST BE INCLUDED WITH YOUR ORDER.

No Telephone orders accepted. Labor must be cancelled in writing, 24 hours in advance to avoid a one (1) hour cancellation or no-show fee per crew and/or worker.

Exhibitor name:

Booth #:

Contact name:

Email:

Address:

State :

Zip :

City:

Print Name:

Authorized:

By signing, I acknowledge that I have read and agree to the rental terms and conditions outlined in the Exhibitor Services Kit. I understand and approve all charges incurred in connection with the items and services requested on this form.

Please return along with payment policy form via email to info@expocci.com or via fax 305-751-1298.

ALL ORDERS MAY ALSO BE PLACED THROUGH OUR SECURE
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Phone: 305-751-1234
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Company Name:

Print Name:

Booth #:

Authorized signature:

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ONLINE PORTAL (<https://expocci.boomerecommerce.com>)

Hanging Signs and Banners Labels



Advance Shipping Address Labels:

Use these labels only if shipping
SIGN HANGING in advance to warehouse.

FROM:

TO: EXPO Convention Contractors

15959 NW 15th Avenue

Miami, FL 33169

SHOW: Tropical Plant International Expo 2026
(TPIE)

Receiving Hours: M - F 8:30 am - 3:30 pm

First day freight can arrive: December 8, 2025

Last day freight can arrive: January 12, 2026

Exhibitor Name:

BOOTH #:



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Floral and Plants Rentals



Green Plants in Baskets

Qty	Size	Price
5' to 6'	\$ 159.50 each	
3' to 4'	\$ 119.00 each	

Amount



Seasonal Blooming Plant

Qty	Price
	\$ 95.50 each

Amount



Boston Fern Plant

Qty	Price
	\$ 115.50 each

Amount



Flower Arrangements

Qty	Size	Price
	Small	\$ 119.00 each
	Medium	\$ 159.50 each
	Large	\$ 202.50 each

*For purchase only

Amount

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

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

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

Company Name:

Booth #:

Print Name:

Email:

Telephone:

Authorized signature:

By signing, I acknowledge that I have read and agree to the rental terms and conditions outlined in the Exhibitor Services Kit. I understand and approve all charges incurred in connection with the items and services requested on this form.

Please return along with payment policy form via email to info@expocci.com or via fax 305-751-1298.

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Cleaning Form

PLEASE INDICATE THE SERVICES NEEDED

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

Carpet Vacuuming

CHECK IF NEEDED	Rate per (Sq. Ft.)	Booth Size (Sq. Ft.)	# Days (# days needed)	Total Due
	\$ 0.86			

Specify Dates Needed:

Porter Service - Trash Removal (2 Hour Intervals)

CHECK IF NEEDED	# of Booths	Rate	Times per Day	# Days (# days needed)	Total Due
	1 - 5 Booths	\$ 87.50			
	6 - 15 Booths	\$ 106.50			

Specify Dates Needed:

Exhibit Cleaning

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

CHECK IF NEEDED	# of Days	Rate	Specify Date Needed	Total Due
	Daily	\$ 48.50		
	1 Time Only	\$ 63.50		

Specify Dates Needed:

Company Name:

Contact Name:

Email:

Fax:

Print Name:

Amount
7% TAX
Amount Due

Booth #:

Phone:

Authorized signature:

By signing, I acknowledge that I have read and agree to the rental terms and conditions outlined in the Exhibitor Services Kit.
I understand and approve all charges incurred in connection with the items and services requested on this form.

Please return along with payment policy form via email to info@expocci.com or via fax 305-751-1298.

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

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

Booth Disposal/Bulk Trash

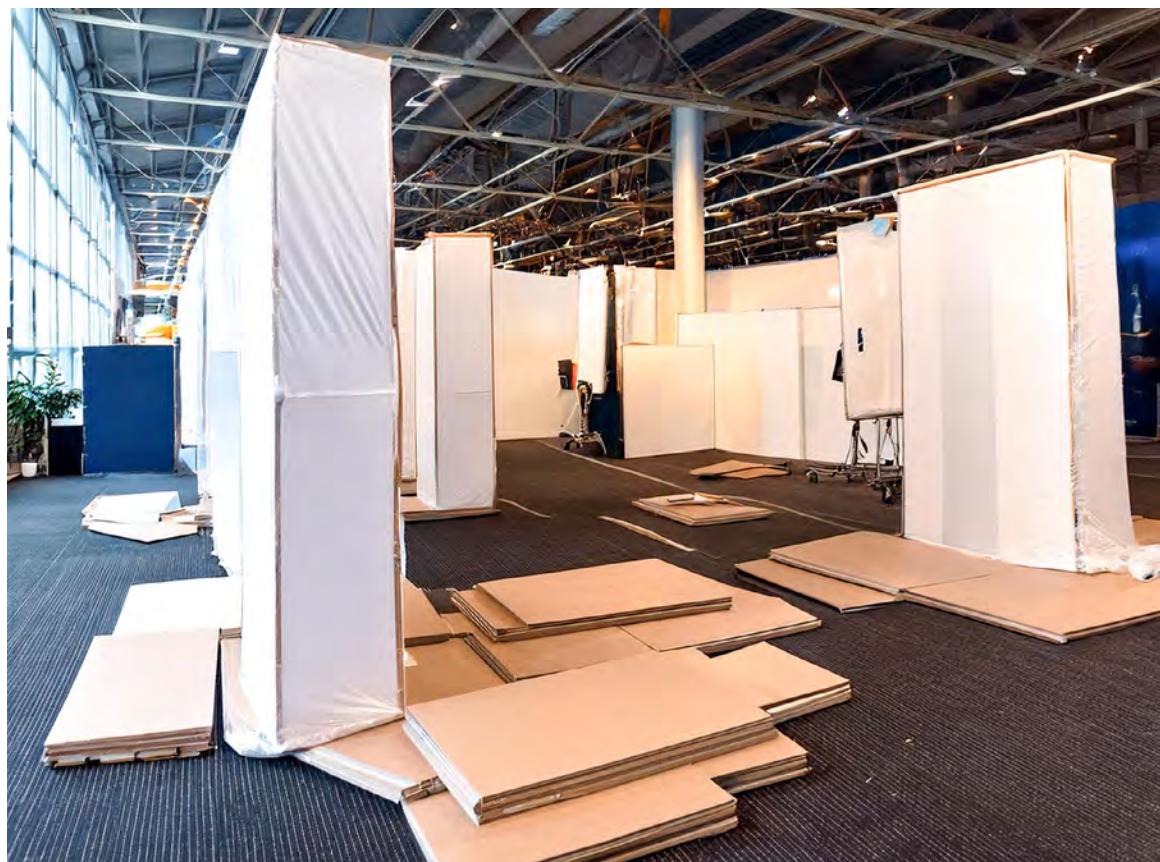
All Exhibitors and EAC (exhibitor appointed contractor) are responsible for removing all crates, cartons, and materials from the event site upon show conclusion. Failure to do so will result in a disposal fee of **\$10.00 per Sq. Ft** or a minimum labor charge of **\$1,000.00**, whichever is greater.*

*All rates are based on Gross Booth/Display Area i.e. a 20' x 20' booth equals 400 square feet. The fee calculation would be $400 \times \$10.00 = \$4,000.00$ + Applicable tax.

This fee is design to cover the costs associated with the removal and disposal of any items left behind, ensuring a smooth transition for our event space.

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

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



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

Company Name:

Booth #:

Print Name:

Authorized signature:

By signing, I acknowledge that I have read and agree to the rental terms and conditions outlined in the Exhibitor Services Kit. I understand and approve all charges incurred in connection with the items and services requested on this form.

Please return along with payment policy form via email to info@expocci.com or via fax 305-751-1298.

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

Non-Official Contractor (EAC)

For Exhibitors intending to use a third party contractor for any services including payment, its own labor or contract for such services separately from Expo Convention Contractors, Inc., please read the following restrictions, requirements and restraints. A non-official service contractor is any company, other than the designated official contractors, that an exhibitor wishes to use that requires access to the exhibit hall either before, during or after the Show. Use of a non-official contractor who requires any of the following services is not permitted: electrical, plumbing, telephone lines, drayage, rigging, booth cleaning, and catering. NOTE: A valid and current copy of Exhibitor's contractor's Certificate of Insurance naming **Expo Convention Contractors, Inc., Florida Nursery, Growers and Landscape Association and Broward County Convention Center** as "Additionally Insured" must accompany this document. If these documents are not provided, Exhibitor will not be allowed to use contractor's services in the area where unions claim jurisdiction. Insurance minimum limits/requirements are: (a) Commercial liability insurance, on an occurrence form, in the amount of One Million (\$1,000,000.00) Dollars per occurrence for bodily injury, death, property damage, and personal injury. The policy must include coverage for premises operations, blanket contractual liability (to cover indemnification section), products, completed operations and independent contractors. (b) Automobile liability insurance in the amount of One Million (\$1,000,000.00) Dollars per occurrence to provide coverage for any owned and non-owned vehicles, including loading and unloading hazards. (c) Workers' compensation and employer's liability coverage as required by Florida Statute.

Note:

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

PLEASE COMPLETE

(Exhibiting Company Name)

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

Exhibiting Company Name:

Booth #:

Address:

City: State:

Country: Zip:

Telephone:

Fax:

Authorized On-Site Representative:

Cell Phone:

(Please Print)

EAC Company Name:

Address:

Contact Name:

Email Address:

Telephone:

On-Site Cell Phone:

Authorized On-Site Supervisor:

Note:

This form must be returned with a valid and current Certificate of Insurance naming EXPO Convention Contractors Inc., Show Management and Show Location from above as "Additionally Insured" by January 5, 2026

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

Labor Source

EXPO Labor

Local Union Direct Contract

Other:

By signing, I acknowledge that I have read and agree to the rental terms and conditions outlined in the Exhibitor Services Kit. I understand and approve all charges incurred in connection with the items and services requested on this form.

Please return along with payment policy form via email to info@expocci.com or via fax 305-751-1298.

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



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

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

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

PRODUCER

SAMPLE

CONTACT NAME:		
PHONE (A/C, No. Ext):	FAX (A/C, No):	
E-MAIL ADDRESS:		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A:		
INSURER B:		
INSURER C:		
INSURER D:		
INSURER E:		
INSURER F:		

COVERAGEs

CERTIFICATE NUMBER:

REVISION NUMBER:

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

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

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

Additionally Insured: EXPO Convention Contractors, Inc., Florida Nursery, Growers and Landscape Association and Broward County Convention Center

Exhibiting Company Name and Booth #.

CERTIFICATE HOLDER

CANCELLATION

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

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

AUTHORIZED REPRESENTATIVE

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Sustainability Awareness

LET'S MAKE OUR IMPACT EVEN GREATER.

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

Sustainable Dining

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

Smart Design

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

Closing the Loop

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

LET'S REDUCE OUR CARBON FOOTPRINT

Energy Efficiency

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

FRIENDLY REMINDER OF OUR SHARED
RESPONSIBILITY TO PROTECT OUR PLANET.

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Area Work Rules

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

FREIGHT HANDLING

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

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

EXHIBIT INSTALLATION AND DISMANTLING

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

GRATUITIES

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

EXPO HOLD HARMLESS AGREEMENT / VEHICLE SPOTTING

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

IN GENERAL

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

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Specialty Furnishings Order Form

Please complete the following

Check or credit card must accompany order.

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

Amount
7% TAX
Amount Due

Thank you for your order!

Company Name:

Contact Name:

Phone #:

Print Name:

Booth #

Email

Mobile

Authorized signature:

By signing, I acknowledge that I have read and agree to the rental terms and conditions outlined in the Exhibitor Services Kit. I understand and approve all charges incurred in connection with the items and services requested on this form.

Please return along with payment policy form via email to info@expocci.com or via fax 305-751-1298.

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2025
**TRADE SHOW
KIT CATALOG**

SPECIALTY FURNISHINGS

BLANC

**Blanc Sofa**

Bright White Leather
75"W x 35"D x 35"H

Advance Price: \$ 1,184.00
Standard Price: \$ 1,539.50

Blanc Loveseat

Bright White Leather
54"W x 35"D x 35"H

Advance Price: \$ 1,130.00
Standard Price: \$ 1,469.00

Blanc Chair

Bright White Leather
33"W x 35"D x 35"H

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

**Blanc Bench Ottoman**

Bright White Leather
48"W x 24"D x 18"H

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

Blanc Cube Ottoman

Bright White Leather
17"Square x 17"H

Advance Price: \$ 198.50
Standard Price: \$ 258.00

FUNCTION

Modular Seating Collection

**Function Armless Chair - White**

White Vinyl
28"Square x 29"H

Advance Price: \$ 605.00
Standard Price: \$ 786.50

Function Corner - White

White Vinyl
28"Square x 29"H

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

**Function Armless Chair - Black**

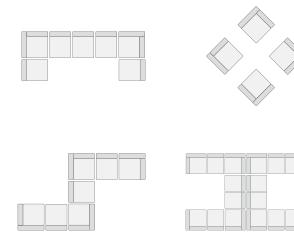
Black Vinyl
28"Square x 29"H

Advance Price: \$ 605.00
Standard Price: \$ 786.50

Function Corner - Black

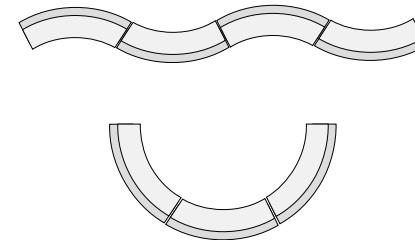
Black Vinyl
28"Square x 29"H

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



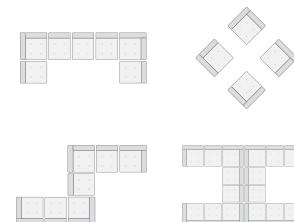
CONTINENTAL

Modular Seating Collection

**Continental Curved Loveseat**Bright White Leather
82"W x 34"D x 31"HAdvance Price: \$ 1,168.00
Standard Price: \$ 1,518.50**Continental Reverse
Curved Loveseat**Bright White Leather
72"W x 34"D x 31"HAdvance Price: \$ 1,130.00
Standard Price: \$ 1,469.00**Continental Wedge Ottoman**Bright White Leather
30"W x 34"D x 19"HAdvance Price: \$ 502.50
Standard Price: \$ 653.00**Continental Curved Bench**Bright White Leather
70"W x 26"D x 19"HAdvance Price: \$ 593.00
Standard Price: \$ 770.50**Continental Half Moon
Ottoman**Bright White Leather
33"W x 19"D x 19"HAdvance Price: \$ 502.50
Standard Price: \$ 653.00

BOCA

Modular Seating Collection

**Boca Corner**Black Leather
22"W x 27"D x 30"HAdvance Price: \$ 649.50
Standard Price: \$ 844.50**Boca Armless**Black Leather
27"Square x 30"HAdvance Price: \$ 605.00
Standard Price: \$ 786.50

METRO



Metro Sofa

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



Metro Loveseat

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



Metro Chair

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



Metro Square Ottoman

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

Metro Bench Ottoman

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

GRAMMERCY

Modular Seating Collection



Grammery Sofa

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

Grammery Loveseat

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

Grammery Chair

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

GRAMMERCY

**Grammery Corner**

Charcoal Leather
36"Square x 36"H

Advance Price: \$ 695.50
Standard Price: \$ 694.00

**Grammery Round Ottoman**

Charcoal Leather
46"Round x 17"H

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

**Grammery Square Ottoman**

Charcoal Leather
40"Square x 17"H

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

AUBREY

**Aubrey Sofa**

Light Beige Faux Linen Fabric
90"W x 35"D x 35"H

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

**Aubrey Chair**

Light Beige Faux Linen Fabric
37"W x 35"D x 35"H

Advance Price: \$ 802.00
Standard Price: \$ 1,042.50

**Aubrey Bench Ottoman**

Light Beige Faux Linen Fabric
48"W x 24"D x 18"H

Advance Price: \$ 467.50
Standard Price: \$ 607.50

CHANDLER

**Chandler Sofa**

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

Advance Price: \$ 973.50
Standard Price: \$ 1,265.50

**Chandler Loveseat**

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

Advance Price: \$ 938.50
Standard Price: \$ 1,220.00

**Chandler Chair**

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

Advance Price: \$ 732.00
Standard Price: \$ 951.50

CHANDLER

**Chandler Bench Ottoman**

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

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

EVOKE

**Evoke Sofa**

Coffee Resin Frame With Tan Cushions
81"W x 35"D x 27"H

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

**Evoke Chair**

Coffee Resin Frame With Tan Cushions
33"W x 35"D x 27"H

Advance Price: \$ 788.50
Standard Price: \$ 1,025.00

**Evoke Cocktail Table**

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

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

**Evoke End Table**

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

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

**Evoke Cube Table**

Coffee Resin Frame
18"Square x 18"H

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

LATITUDE

**Latitude Sofa**

Beige Olefin Fabric
91"W x 42"D x 33"H

Advance Price: \$ 1,273.50
Standard Price: \$ 1,655.00

**Latitude Loveseat**

Beige Olefin Fabric
91"W x 42"D x 33"H

Advance Price: \$ 1,188.00
Standard Price: \$ 1,544.50

**Latitude Chair**

Beige Olefin Fabric
42"W x 36"D x 33"H

Advance Price: \$ 989.50
Standard Price: \$ 1,286.50

VERONA

**Verona Sofa**

Granite Frame With Light Grey Cushions
74"W x 38"D x 25"H

Advance Price: \$ 1,396.00
Standard Price: \$ 1,815.00

**Verona Chair**

Granite Frame With Light Grey Cushions
28"W x 38"D x 25"H

Advance Price: \$ 721.00
Standard Price: \$ 937.50

**Verona Ottoman**

Granite Frame With Light Grey Cushions
26"W x 21"D x 18"H

Advance Price: \$ 417.50
Standard Price: \$ 542.50

JASPER

**Jasper Sofa**

Boca Bright White
64"W x 28"D x 33"H

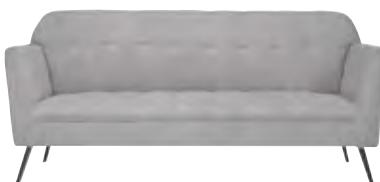
Advance Price: \$ 1,091.00
Standard Price: \$ 1,418.50

**Jasper Chair**

Boca Bright White
30"W x 28"D x 33"H

Advance Price: \$ 707.50
Standard Price: \$ 920.00

NIKO

**Niko Sofa**

Grey Microfiber
81"W x 30"D x 38"H

Advance Price: \$ 1,204.50
Standard Price: \$ 1,565.50

**Niko Loveseat**

Grey Microfiber
58"W x 30"D x 38"H

Advance Price: \$ 1,100.50
Standard Price: \$ 1,430.50

**Niko Chair**

Grey Microfiber
31"W x 30"D x 38"H

Advance Price: \$ 917.00
Standard Price: \$ 1,192.00

CROMWELL

**Cromwell Sofa**

Royal Blue Velvet
78"W x 32"D x 29"H

Advance Price: \$ 1,369.00
Standard Price: \$ 1,780.00

**Cromwell Chair**

Royal Blue Velvet
32"W x 32"D x 29"H

Advance Price: \$ 814.50
Standard Price: \$ 1,058.50

STAGE CHAIRS

**Bianca Stage Chair - Frost**

Bright White Leather
26"Square x 37"H

Advance Price: \$ 433.50
Standard Price: \$ 563.50

**Bianca Stage Chair - Onyx**

Onyx Microfiber
26"Square x 37"H

Advance Price: \$ 433.50
Standard Price: \$ 563.50

**Bianca Stage Chair - Sand**

Sand Microfiber
26"Square x 37"H

Advance Price: \$ 433.50
Standard Price: \$ 563.50

**Empire Chair**

Black Leather White Leather
28"W x 32"D x 32"H

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

**Monarch Chair**

Bright White Leather
28"Square x 30"H

Advance Price: \$ 416.00
Standard Price: \$ 540.50

**Royce Chair - Mink**

Mink Microfiber
29"W x 30"D x 33"H

Advance Price: \$ 566.00
Standard Price: \$ 735.50

**Royce Chair - Oyster**

Oyster Microfiber
29"W x 30"D x 33"H

Advance Price: \$ 566.00
Standard Price: \$ 735.50

OTTOMANS & BENCHES

**Curved Bench**

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

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

Encore Bench

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

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

**Essentials Storage Ottoman**

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

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

BANQUETTES & TURNING BEDS

**Essentials Banquette**

White Leather
60"Round x 48"H (2 Pieces)
Advance Price: \$ 1,470.50
Standard Price: \$ 1,911.50

Grammercy Banquette

Charcoal Leather
59"Round x 38"H (2 Pieces)
Advance Price: \$ 1,470.50
Standard Price: \$ 1,911.50

Essentials Turning Bed

White Leather
96"W x 48"D x 36"H
Advance Price: \$ 1,767.50
Standard Price: \$ 2,297.50

CUBE OTTOMANS



Rubix Cube Ottomans

■ Cherry	■ Lemon
■ Cromwell	■ Lime
■ Grape	■ Mango

18"Square x 18"H

Advance Price: \$ 204.00

Standard Price: \$ 265.50



Metro Cube Ottoman

Black Leather

18"Square x 18"H

Advance Price: \$ 198.50

Standard Price: \$ 258.00

CHARGED **Essentials Turning Bed - Charged**

White Leather

96"W x 48"D x 25"H

*White slip cover available for black charging unit.
*Maximum of 1 bed per power source.

Advance Price: \$ 1,960.50

Standard Price: \$ 2,548.50

**Boca Corner - Charged**

Bright White Leather

27"Square x 30"H

*Maximum of 4 daisy linked together per power source.

Advance Price: \$ 741.50

Standard Price: \$ 963.50

**Boca Chair - Charged**

Bright White Leather

22"W x 27"D x 30"H

*Maximum of 4 daisy linked together per power source.

Advance Price: \$ 686.00

Standard Price: \$ 891.50

**Aspen Bar Table - Charged**

White/Brushed Steel

72"W x 26"D x 42"H

*Maximum of 1 table per power source.

Advance Price: \$ 1,147.50

Standard Price: \$ 1,492.00

**Aspen Cocktail Table - Charged**

White/Brushed Steel

48"W x 24"D x 18"H

*Maximum of 1 table per power source.

Advance Price: \$ 649.50

Standard Price: \$ 844.50

**Patrice Table Chair - Charged**

Bright White Leather

28"W x 31"D x 31"H

*Maximum of 6 daisy linked together per power source.

Advance Price: \$ 715.50

Standard Price: \$ 930.50

**Lincoln Bench - Charged**

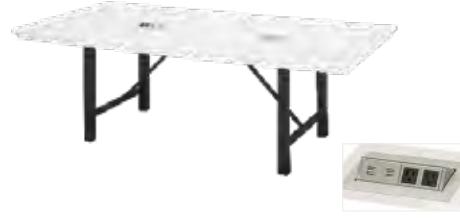
Bright White Leather

59"W x 39"D x 17"H

*Maximum of 3 daisy linked together per power source.

Advance Price: \$ 1,084.50

Standard Price: \$ 1,409.50

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

Bright White Leather

96"W x 48"D x 31"H

*Maximum of 1 table per power source.

Advance Price: \$ 1,544.50

Standard Price: \$ 2,008.00

OCCASIONAL TABLES

**Aria Tables - Red**

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

**Aria Tables - Green**

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

**Aria Tables - Blue**

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

**Aria Tables - Purple**

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

**Aria Tables - White**

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

**Aria Tables - Charcoal**

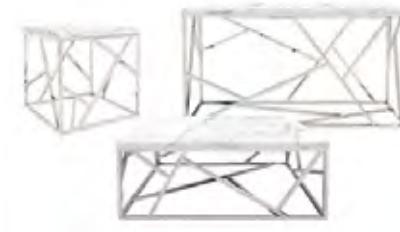
End Table Storm Grey/ Brushed Steel 24"W x 20"D x 22"H	Advance Price: \$ 354.00 Standard Price: \$ 460.00
Console Table Storm Grey/Brushed Steel 44"W x 20"D x 30"H	Advance Price: \$ 391.50 Standard Price: \$ 509.00
Cocktail Table Storm Grey/Brushed Steel 44"W x 20"D x 18"H	Advance Price: \$ 373.00 Standard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

**Novel Tables**

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

**Fuze Tables**

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

**London Tables**

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

OCCASIONAL TABLES

**Hylton Tablet Table**

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

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

**Gemma Accent Table - Blue Agate** **Gemma Accent Table - Citrine**

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

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



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

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

**Gemma Accent Table - Moonstone**

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

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



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

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

**Brooklyn Tables**

End Table Square	Advance Price: \$ 327.00 Standard Price: \$ 425.00
End Table Round	Advance Price: \$ 327.00 Standard Price: \$ 425.00
Cocktail Table	Advance Price: \$ 363.50 Standard Price: \$ 472.50
Rectangle Chrome	Advance Price: \$ 363.50 Standard Price: \$ 472.50
Cocktail Table Round	Advance Price: \$ 363.50 Standard Price: \$ 472.50

**Cube Tables**

- Black
- White

Cocktail Table
24"Square x 16"H

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

End Table
24"Square x 21"H

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

**Sirona Accent Table**

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

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

**Orbit End Table**

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

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

BARS & BAR BACKS

**VIP Glow Bar 6'**

Frosted Plexi With Built-in Wireless LED Kit

72"W x 24"D x 42"H (Bar)

13"D x 18"H (Shelf)

Includes Remote Control

Advance Price: \$ 1,287.00

Standard Price: \$ 1,673.00

**VIP Glow Bar 4'**

Frosted Plexi With Built-in Wireless LED Kit

48"W x 24"D x 42"H (Bar)

13"D x 18"H (Shelf)

Includes Remote Control

Advance Price: \$ 1,084.00

Standard Price: \$ 1,409.50

**Bar** Black White

48"W x 16"D x 42"H

2 Shelves In Back

Advance Price: \$ 741.50

Standard Price: \$ 963.50

**Blox Bar Back**

Walnut/Brushed Metal

30"W x 16"D x 86"H

Please Inquire About Shelf Dimensions

Advance Price: \$ 741.50

Standard Price: \$ 963.50

**Piazza Bar Back** Black White

44"W x 12"D x 79"H

13"W x 14"H (Inside Shelf)

Advance Price: \$ 695.50

Standard Price: \$ 904.00

**Elara Bar**

Black Powder-Coated Steel

Frosted Plexi With Built-in Wireless LED Kit

72"W x 25"D x 44"H (Bar)

Includes Remote Control

Advance Price: \$ 1,971.00

Standard Price: \$ 2,562.50

**Razor Bar**

Gold Powder-Coated Steel

Frosted Plexi With Built-in Wireless LED Kit

72"W x 25"D x 44"H (Bar)

Includes Remote Control

Advance Price: \$ 1,971.00

Standard Price: \$ 2,562.50

STOOLS

**Criss Cross Bar Stool**

- Espresso Leather
- White Leather

15"W x 19"D x 41"H

Advance Price: \$ 333.50
Standard Price: \$ 433.50**Colin Stool**Natural Maple
20"W x 19"D x 46"HAdvance Price: \$ 279.50
Standard Price: \$ 363.50**Euro Bar Stool**Black
22"W x 24"D x 42"HAdvance Price: \$ 317.50
Standard Price: \$ 412.50**Milo Bar Stool**

<input checked="" type="checkbox"/> Black	<input type="checkbox"/> Jade
<input checked="" type="checkbox"/> California Wine	<input checked="" type="checkbox"/> Victory Blue
<input checked="" type="checkbox"/> Chartreuse	<input type="checkbox"/> White
<input checked="" type="checkbox"/> Chocolate	

20"W x 21"D x 41"H

Advance Price: \$ 317.50
Standard Price: \$ 412.50**Hourglass Bar Stool**

- Black
- White

18"W x 20"D x 43"H

Advance Price: \$ 346.00
Standard Price: \$ 449.50**Equino Stool**

- Black
- White

15"W x 13"D x 35"H

Advance Price: \$ 346.00
Standard Price: \$ 449.50**Clara Stool**White
17"W x 21"D x 41"HAdvance Price: \$ 333.50
Standard Price: \$ 433.50

STOOLS

**Marcus Bar Stool**

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

**Caprice Stool**

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

**Sonic Stool**

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

**Nexus Stool**

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

CAFÉ CHAIRS

**Milo Chair**

■ Black	■ Jade
■ California Wine	■ Victory Blue
■ Chartreuse	□ White
■ Chocolate	

20"W x 22"D x 33"H

Advance Price: \$ 196.00
Standard Price: \$ 254.50

CAFÉ CHAIRS

**Clara Chair**

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

**Leslie Chair**

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

**Criss Cross Chair**

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

**Elio Chair**

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

**Caprice Chair**

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

**Comet Chair**

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

**Sonic Chair**

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

**Nexus Chair**

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

**Colin Chair**

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

BAR TABLES

**24" Square Bar Table - Cosmo**

Available in Black or Chrome Base

24"Square x 42"H

Advance Price: \$ 373.00

Standard Price: \$ 484.50

**24" Square Bar Table - Emerald Tide**

Available in Black or Chrome Base

24"Square x 42"H

Advance Price: \$ 373.00

Standard Price: \$ 484.50

**24" Square Bar Table - Icebreaker**

Available in Black or Chrome Base

24"Square x 42"H

Advance Price: \$ 373.00

Standard Price: \$ 484.50

**24" Square Bar Table - Sirona**

Available in Black or Chrome Base

24"Square x 42"H

Advance Price: \$ 373.00

Standard Price: \$ 484.50

**32" Round Bar Table - Cement**

Available in Black or Chrome Base

32"Round x 42"H

Advance Price: \$ 502.50

Standard Price: \$ 653.00

**32" Round Bar Table - Yukon Gold**

Available in Black or Chrome Base

32"Round x 42"H

Advance Price: \$ 502.50

Standard Price: \$ 653.00

**32" Round Bar Table - Smoke**

Available in Black or Chrome Base

32"Round x 42"H

Advance Price: \$ 502.50

Standard Price: \$ 653.00

**Euro Bar Table**

Black/Black 30"

30"Round x 42"H

Advance Price: \$ 354.00

Standard Price: \$ 460.00

Black/Black 36"

36"Round x 42"H

Advance Price: \$ 363.50

Standard Price: \$ 472.50

**Silk Bar Table**

Black/Chrome 30"

30"Round x 42"H

Advance Price: \$ 354.00

Standard Price: \$ 460.00

Black/Chrome 36"

36"Round x 42"H

Advance Price: \$ 363.50

Standard Price: \$ 472.50

BAR TABLES

**City Bar Table**

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

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

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

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

**Park Ave Bar Table**

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

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

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

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

**Summit Bar Table**

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

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

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

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

**Blanco Bar Table**

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

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

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

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

**Fuze Bar Table**

Zebrawood Laminate/Chrome
36"Square x 42"H

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

**Blanco Square Bar Table**

White/Chrome
24"Square x 42"H

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

**Blanco Rectangle Bar Table**

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

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

**Spectrum Bar Table - Red**

Red/Chrome
24"Square x 42"H

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

**Spectrum Bar Table - Blue**

Blue/Chrome
24"Square x 42"H

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

BAR TABLES

**Spectrum Bar Table - Purple**

Purple/Chrome
24"Square x 42"H

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

**Spectrum Bar Table - Green**

Green/Chrome
24"Square x 42"H

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

**Aspen Bar Table**

White/Brushed Steel
72"W x 26"D x 42"H

Advance Price: \$ 981.50
Standard Price: \$ 1,276.00

CAFÉ TABLES

**24" Square Café Table - Cosmo**

Available in Black or Chrome Base
24"Square x 30"H

Advance Price: \$ 373.00
Standard Price: \$ 484.50

**24" Square Café Table - Emerald Tide**

Available in Black or Chrome Base
24"Square x 30"H

Advance Price: \$ 373.00
Standard Price: \$ 484.50

**24" Square Café Table - Icebreaker**

Available in Black or Chrome Base
24"Square x 30"H

Advance Price: \$ 373.00
Standard Price: \$ 484.50

**24" Square Café Table - Sirona**

Available in Black or Chrome Base
24"Square x 30"H

Advance Price: \$ 373.00
Standard Price: \$ 484.50

**32" Round Café Table - Cement**

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

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

**32" Round Café Table - Yukon Gold**

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

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

CAFÉ TABLES

**32" Round Café Table - Smoke**

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

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

**Euro Café Table**

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

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

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

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

**Silk Café Table**

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

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

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

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

**Park Ave Café Table**

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

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

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

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

**City Café Table**

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

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

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

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

**Blanco Café Table**

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

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

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

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

**Summit Café Table**

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

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

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

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

**Fuze Café Table**

Zebrawood Laminate/Chrome
36"Square x 30"H

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

**Blanco Square Café Table**

White/Chrome
24"Square x 30"H

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

CAFÉ TABLES

**Blanco Rectangle Café Table**

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

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

**Spectrum Café Table - Red**

Red/Chrome
24"Square x 30"H

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

**Spectrum Café Table - Blue**

Blue/Chrome
24"Square x 30"H

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

**Spectrum Café Table - Purple**

Purple/Chrome
24"Square x 30"H

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

**Spectrum Café Table - Green**

Green/Chrome
24"Square x 30"H

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

**Aspen Dining Table**

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

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

**Encore Dining Table**

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

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

**Madera Dining Table**

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

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

OFFICE SEATING

**Tamiri High Back Chair**

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

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

**Tamiri Mid Back Chair**

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

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

**Tamiri Guest Chair**

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

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

**Accord Chair**

Black
 White

25"Square x 44"H

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

**Goal Task Chair**

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

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

**Goal Task Chair - Armless**

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

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

**Goal Drafting Stool**

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

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

**Goal Drafting Stool -
Armless**

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

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

**Rimati Hi-Back Chair - White**

Black
 White

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

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

**Rimati Guest Chair - Black**

Black
 White

27"W x 25"D x 40"H

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

CONFERENCE TABLES

**Conference Table Round**

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

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

**Command 6'
Conference Table**

- Black
- Sirona
- White

72"W x 36"D x 31"H

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

**Command 8'
Conference Table**

- Black
- Sirona
- White

96"W x 48"D x 31"H

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

**Command 10'
Conference Table**

- Black
- Sirona
- White

120"W x 48"D x 31"H

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

OFFICE FURNITURE

**Computer Kiosk**

- Black
- White

24"Square x 42"H

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

**Storage Credenza**

- Black
- Mahogany

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

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

**Jr Executive Desk**

- Black
- Mahogany

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

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

OFFICE FURNITURE

**Executive Desk**

- Black
- Mahogany

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

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

**5-Shelf Bookcase**

- Black
- Mahogany

36"W x 12"D x 72"H

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

**Brooklyn Rectangle
Dining Table**

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

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

**Brooklyn Round
Dining Table**

Clear Glass/Chrome
42"Round x 30"H

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

**Aspen Dining Table**

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

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

METAL FILE & STORAGE CABINETS

**2-Drawer File**

Black Letter Advance Price: \$ 244.50
15"W x 25"D x 29"H Standard Price: \$ 317.50

Black Legal Advance Price: \$ 318.00
18"W x 25"D x 29"H Standard Price: \$ 412.50

**4-Drawer File**

Black Letter Advance Price: \$ 327.00
15"W x 25"D x 52"H Standard Price: \$ 425.00

Black Legal Advance Price: \$ 363.50
18"W x 25"D x 52"H Standard Price: \$ 472.50

**2-Drawer Lateral File**

Black
36"W x 18"D x 27"H

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

**4-Drawer Lateral File**

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

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

**Storage Cabinet**

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

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

PEDESTALS



42" Display Pedestals

<input checked="" type="checkbox"/> Black	Advance Price: \$ 485.00
14"Square x 42"H	Standard Price: \$ 630.50
<input checked="" type="checkbox"/> Black	Advance Price: \$ 586.00
24"Square x 42"H	Standard Price: \$ 762.00
<input checked="" type="checkbox"/> Black	Advance Price: \$ 539.00
18"Square x 42"H	Standard Price: \$ 701.00
<input type="checkbox"/> White	Advance Price: \$ 485.00
14"Square x 42"H	Standard Price: \$ 630.50



36" Display Pedestals

<input checked="" type="checkbox"/> Black	Advance Price: \$ 410.50
14"Square x 36"H	Standard Price: \$ 534.00
<input checked="" type="checkbox"/> Black	Advance Price: \$ 586.00
24"Square x 36"H	Standard Price: \$ 762.00
<input type="checkbox"/> White	Advance Price: \$ 410.50
14"Square x 36"H	Standard Price: \$ 534.00
<input type="checkbox"/> White	Advance Price: \$ 586.00
24"Square x 36"H	Standard Price: \$ 762.00



30" Display Pedestals

<input checked="" type="checkbox"/> Black	Advance Price: \$ 382.50
14"Square x 30"H	Standard Price: \$ 497.00
<input checked="" type="checkbox"/> Black	Advance Price: \$ 556.50
24"Square x 30"H	Standard Price: \$ 723.50
<input checked="" type="checkbox"/> Black	Advance Price: \$ 391.50
18"Square x 30"H	Standard Price: \$ 509.00
<input type="checkbox"/> White	Advance Price: \$ 382.50
14"Square x 30"H	Standard Price: \$ 497.00



Locking Pedestal

<input checked="" type="checkbox"/> Black	
<input type="checkbox"/> White	
24"Square x 42"H	
Advance Price: \$ 724.00	
Standard Price: \$ 941.00	



Fuze Pedestal

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



London Pedestal

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

MISCELLANEOUS ITEMS

**Stanchion**

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

Stanchion Rope

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

**Nero Literature Rack**

Black
14.75"W x 12"D x 53.5"H
Advance Price: \$ 271.50
Standard Price: \$ 353.00

**Argento Literature Rack**

Aluminum
14.75"W x 12"D x 53.5"H
Advance Price: \$ 271.50
Standard Price: \$ 353.00

**Alto Literature Rack**

Black/Metal
10.5"W x 9.5"D x 57"H
Advance Price: \$ 279.50
Standard Price: \$ 363.50

**Compact Refrigerator**

Black 4 Cubic Feet
21"W x 22"D x 32"H
Advance Price: \$ 502.50
Standard Price: \$ 653.00

LIGHTING

**Silo Grey Lamps**

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

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

**Silo White Lamps**

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

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

**Neutrino Floor Lamp**

Steel
67"H
Advance Price: \$ 252.50
Standard Price: \$ 328.50