

Booth Equipment:

Each 10' x 10' booth will be set with 8' high **PURPLE / WHITE / PURPLE** background drape, 3' high **PURPLE** side divider drape, (1) - 6' table draped **WHITE**, (2) - folding chairs, (1) - wastebasket and (1) - 7" x 44" booth identification sign.

Carpet:

The facility and booth spaces are not carpeted. If you would like to enhance your booth, Blaine offers rental carpet in a variety of colors. Please refer to our Carpet Rental Order Form to place your order.

SHOW DATES & TIMES

Exhibitor Move-In:

Monday	March 30, 2020	12:00 pm - 4:30 pm
Tuesday	March 31, 2020	8:00 am - 11:00 am

Exhibit Hours:

Tuesday	March 31, 2020	1:30 pm - 4:00 pm
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Exhibitor Move-Out:

Tuesday	March 31, 2020	4:30 pm - 7:00 pm
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IMPORTANT INFORMATION

Shipping:

Advance Receiving at the Warehouse - Blaine Event Services will accept crated, boxed or skidded materials up to 30 days in advance of show set-up. Materials should be shipped to ARRIVE AT OUR WAREHOUSE **NO LATER THAN TUESDAY, MARCH 24, 2020**.

Direct Shipments to the Pasadena Convention Center - c/o Blaine Event Services. Direct to show-site shipments will be accepted beginning on **MONDAY, MARCH 30, 2020**.

Outbound Shipments - All carriers (trucking companies) must check in at the Blaine Service Desk **NO LATER THAN 4:00 PM ON TUESDAY, MARCH 31, 2020** for freight pick-up. If your carrier fails to check in, your freight will be re-consigned to the Official Show Carrier.

Assistance:

Should you have any questions or need further assistance, please contact our Exhibitor Service department by phone at (714) 522-8270, by FAX at (714) 522-8271 or by e-mail at info@blainesvs.com.

Payment Policy:

All orders/services must be paid in full, including Material Handling Charges (which will ensure delivery of your equipment/freight to your booth). Please fill out the Payment/Charge Authorization form which is included in your exhibitor information packet. Any balances due because of a declined credit card or an under estimated payment by check must be settled at the Blaine Service Desk prior to the closing of the show.



Pasadena Convention Center
Hall A
March 31, 2020





114 S. Berry Street, Brea, CA 92821
 Phone: 714.522.8270
 Fax: 714.522.8271
 information@blainesvs.com
 www.blainesvs.com

MBOD 2020
 Job # 200329

Advance Warehouse Shipment Deadline	March 24, 2020
1st Day of Direct Shipment Acceptance	March 30, 2020

Exhibitor: _____ Booth: _____
 Address: _____ Phone: _____
 City/ST/Zip: _____ Fax: _____
 Authorized by: _____ Email: _____

The following are the Freight Handling rates for your event. **These charges are in addition to any freight bills that you will receive from your selected trucking company or common carrier.** Please find the rate(s) that best describe the shipment you are sending to the event. Use them to calculate your estimated charges from Blaine Event Services on the following page. **ALL SHIPMENTS WILL BE ROUNDED UP TO THE NEXT HIGHER 100 lbs. (cwt) INCREMENT.**

Please refer to the next page for explanations / definitions of shipment types and applicable surcharges. Please summarize these estimated charges on the next page (Estimated Freight Handling Charges). Listed rates cover both in and out handling. **Overtime in and out surcharges based on incoming weight only.**

Advance to Blaine Warehouse or Direct to Exhibit Hall Shipments (200 lb. minimum per shipment applies)

Crated or Skidded Shipment

Shipment Weight _____ cwt (100 lbs) x \$89.10 **per 100 lbs. = \$ _____

***Crated or Skidded - Special Handling Shipment**

Shipment Weight _____ cwt (100 lbs) x \$116.90**per 100 lbs. = \$ _____

*Shipments of all crated exhibit materials received or shipped outbound by van lines, specialized carrier, UPS, FedEx, or any shipment without proper bill of lading and stated weight.

***Uncrated / Pad Wrapped Shipment**

Shipment Weight _____ cwt (100 lbs) x \$134.80**per 100 lbs. = \$ _____

*Handling of all uncrated or pad wrapped exhibit materials.

Overtime Charges (200 lb. minimum per shipment applies)

All rates quoted above are based on "straight time" (8:00am to 4:30pm Monday thru Friday except holidays). All freight received at our warehouse and / or exhibit hall that is moved in or out **BEFORE 8:00am or **AFTER** 4:30pm on weekdays or **ANYTIME** Saturdays, Sundays or Union Holidays will be assessed the following overtime charges. *In and out rates based on incoming weight only.*

Crated or Skidded Shipment

Shipment Weight _____ cwt (100 lbs) x \$21.80 **per 100 lbs. = \$ _____

***Crated or Skidded - Special Handling Shipment**

Shipment Weight _____ cwt (100 lbs) x \$29.80 **per 100 lbs. = \$ _____

***Uncrated / Pad Wrapped Shipment**

Shipment Weight _____ cwt (100 lbs) x \$33.70 **per 100 lbs. = \$ _____

Small Package Shipments (25 lb. MAXIMUM per shipment)

Advance Warehouse Shipment (25 lb. max. per shipment)	\$71.30	\$ _____
Direct to Exhibit Hall Shipment (25 lb. max. per shipment)	\$67.40	\$ _____

Outbound Shipments Special Requirements

Shrink-Wrap Pallet(s) (each) includes labor	S/T \$75.30	\$ _____	O/T \$119.80	\$ _____
Steel Banding (per lineal ft.)			\$1.60 ft.	\$ _____
Labor to Steel Band (per 1/2 hr.)	S/T \$57.00	\$ _____	O/T \$99.10	\$ _____

If your shipment is left on the show floor without proper documentation after the end of the designated move-out, your shipment will be returned to the BCS warehouse at the exhibitor's expense. Please notes that there is a 500 lb. minimum charge. Shipments not picked up or redirected with your carrier within 72 hours from the close of the show will be assessed a storage fee at a prevailing rate.

500 lb. minimum charge	\$227.80
Each Additional 100 lbs.	\$45.60

It is the responsibility of the exhibitor to advise the Blaine Service Center representative of any problem with their order and to check their invoice for accuracy prior to payment at show site. Orders cancelled after delivery to your booth **will not be refunded. Absolutely no credits will be issued after the close of the show.**



114 S. Berry Street, Brea, CA 92821
 Phone: 714.522.8270
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MBOD 2020
 Job # 200329

Advance Warehouse Shipment Deadline	March 24, 2020
1st Day of Direct Shipment Acceptance	March 30, 2020

Exhibitor:	_____	Booth:	_____
Address:	_____	Phone:	_____
City/ST/Zip:	_____	Fax:	_____
Authorized by:	_____	Email:	_____

All shipments, regardless of the method of transportation, **MUST BE PREPAID. COLLECT SHIPMENTS WILL NOT BE ACCEPTED.**
 Advance Warehouse "off-target" late shipments are subject to a surcharge (see below)

Advance Warehouse Shipping Address

THE LAST DAY YOUR FREIGHT WILL BE ACCEPTED IS: Tuesday, March 24, 2020

All shipments should be scheduled to arrive at our warehouse up to 30 days prior to the scheduled move-in date.
 Any shipment(s) arriving after this date will be charged a surcharge of \$25.00 per 100 lbs. (cwt) "off-target" receiving charge. All shipments should be addressed C/O BLAINE EVENT SERVICES.

Use this address to ship your freight to the Advance Warehouse

To:
 Name of Exhibitor AND Booth Number
For:
 MBOD 2020
C/O:
 BLAINE EVENT SERVICES
 114 S. BERRY ST.
 BREA, CA 92821

Direct to Show Shipping Address

THE FIRST DAY YOUR FREIGHT WILL BE ACCEPTED IS: Monday, March 30, 2020

Shipments sent directly to the facility will be received on the scheduled move-in day(s). Shipments arriving at the facility prior to the scheduled move-in will be refused. The facility does not have storage space for these shipments. All Direct to Show shipments must be consigned to BLAINE EVENT SERVICES.

Use this address if you are shipping your freight Direct to Show

To:
 Name of Exhibitor AND Booth Number
For:
 MBOD 2020
 PASADENA CONVENTION CENTER
C/O:
 BLAINE EVENT SERVICES
 128 S. MARENGO AVE.
 PASADENA, CA 91101

Important Information - Please read

The Material Handling Terms and Conditions Form contains conditions that limits your, the exhibitor's, recoveries in the event of loss or damage to your shipment. Please read and understand these limitations prior to ordering your freight handling services.

All shipments should be insured by you, the exhibitor, from the time it leaves the original point of shipment to the destination designated on the outbound Bill of Lading.
 Shipments received without receipts or freight bills (such as UPS, FedEx, etc.) will be delivered to your booth without guarantee of condition or piece count. **Blaine Event Services** assumes no liability for such shipments. We will not be responsible for shipments left in the booth by the exhibitor. Abandoned outbound shipments will be counted and shipped as we find them as we are clearing the exhibit hall.

Blaine Event Services will not be responsible for damage to uncrated materials improperly packed, for any concealed damage, for loss or theft of materials after delivery to booth, or before picking up at the booth for loading out of the exhibit hall. In all these instances, **Blaine Event Services'** maximum limit of liability will be \$.30 per pound, per article per the agreement within the "Material Handling Terms and Conditions". At the close of the show, if your carrier fails to pick up or refuses to accept your shipment, **Blaine Event Services** reserves the right to re-route such shipment(s) or return to our designated warehouse pending advise from you, the exhibitor, a shipping destination and who will assume responsibility for the charges according to the service required. **Blaine Event Services** shall not be liable as a result of such re-routing or handling.

It is the responsibility of the exhibitor to advise the Blaine Service Center representative of any problem with their order and to check their invoice for accuracy prior to payment at show site. Orders cancelled after delivery to your booth **will not be refunded. Absolutely no credits will be issued after the close of the show.**



EXHIBIT MATERIAL

WAREHOUSE SHIPMENT

Deadline Date: Tuesday, March 24, 2020

To: _____
(Name of Exhibiting Company)

Blaine Event Services
114 S. Berry St.
Brea, CA 92821

Event: **MBOD 2020**
Booth: # _____



RUSH

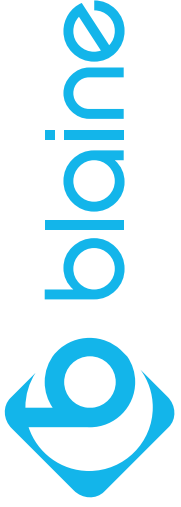


EXHIBIT MATERIAL

WAREHOUSE SHIPMENT

Deadline Date: Tuesday, March 24, 2020

To: _____
(Name of Exhibiting Company)

Blaine Event Services
114 S. Berry St.
Brea, CA 92821

Event: **MBOD 2020**
Booth: # _____



RUSH





EXHIBIT MATERIAL

DIRECT TO SHOW SHIPMENT

For Delivery on: Monday, March 30, 2020

To: _____
(Name of Exhibiting Company)

Pasadena Convention Center
c/o Blaine Event Services
128 S. Marengo Ave.
Pasadena, CA 91101

Event: **MBOD 2020**
Booth: # _____



RUSH



EXHIBIT MATERIAL

DIRECT TO SHOW SHIPMENT

For Delivery on: Monday, March 30, 2020

To: _____
(Name of Exhibiting Company)

Pasadena Convention Center
c/o Blaine Event Services
128 S. Marengo Ave.
Pasadena, CA 91101

Event: **MBOD 2020**
Booth: # _____



RUSH





Pasadena Convention Center
March 31, 2020

Dear Exhibitor,

Blaine is pleased to have been chosen as the Official Service Contractor for MBOD 2020. We are prepared to assist you in every way possible to ensure your company's experience is a success!

Please read through this exhibitor manual carefully. This manual contains important information including deadline dates and the necessary forms for ordering from the many services provided by Blaine.

Once you have completed your service forms you can email them to exhibitor@blainesvs.com or fax to (714) 522-8271. Forms printed from the Official Sub-Contractors section should be faxed to that company directly.

In order to take advantage of the advanced order rates, be sure to send all forms in by the deadline date posted at the top of each form. Also, include your Payment Charge Authorization form as we require full payment at the time services are ordered. We accept checks and money orders, however, we encourage you to place a credit card on file with your initial order. This card may also be used for additional labor or material handling services placed at show site.

Placing your order in advance not only provides you special discounted rates but guarantees your request for labor and selection of furnishings.

Blaine understands there are many details to preparing for an event and our goal is to make your ordering experience the most efficient and trouble-free as possible. If you need any assistance with your forms or have any questions regarding your event, please contact our Exhibitor Service department at (714) 522-8270.

We look forward to working alongside you and thank you in advance for your order. It is our hope that your participation in this event be successful!

Sincerely,

Exhibitor Service Department
Blaine Event Services



The Difference is People Who Care.

Booth Equipment:

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Pasadena Convention Center
Hall A
March 31, 2020





Payment & Labor Terms & Conditions

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

The terms and conditions set forth below are part of the contractual agreement between Blaine Event Services, Inc. and you, the EXHIBITOR. Exhibitor agrees to and accepts the terms and conditions of this contract when any of the following conditions are met:
THE MATERIAL HANDLING AGREEMENT IS SIGNED; OR
WHEN AN ORDER FOR LABOR, SERVICES, AND/OR RENTAL EQUIPMENT IS PLACED BY AN EXHIBITOR WITH BLAINE EVENT SERVICES; OR
WHEN WORK IS PERFORMED ON BEHALF OF EXHIBITOR BY LABOR SECURED THROUGH BLAINE EVENT SERVICES.

DEFINITIONS

For interpretation of this contract Blaine Event Services, Inc. and their employees, officers, agents, directors, and assigned, affiliated companies, related entities including but not limited to any subcontractors Blaine Event Services Inc. may appoint shall be referred to as "BLAINE." The term "EXHIBITOR" means the Exhibitor, its employees, agents, representatives, and any Exhibitor Appointed Contractor ("EAC").

PAYMENT TERMS

Full payment, including any applicable tax, is due in advance or at show site. All payments must be in U.S. funds and all checks must be drawn on a U.S. bank. Orders received without advance payment or after the deadline date will incur additional [after deadline] charges as indicated on each order form. All materials and equipment are on a rental basis for the duration of the show or event and remain the property of BLAINE except where specifically identified as a sale. All equipment rentals are based on show rates and apply to show days. EXHIBITOR agrees to use all rental equipment with reasonable care to prevent excessive wear and tear and/or damage to BLAINE'S property. EXHIBITOR will notify BLAINE immediately of any damage to rental equipment and agrees to be billed for any damage to, or loss of, rental equipment rented to EXHIBITOR. All BLAINE rentals include delivery, installation and removal from EXHIBITOR'S booth. In case of cancellation, a one-hour "per person, per hour" charge will be applied to all labor orders that are not canceled in writing at least 48 hours prior to the scheduled start time. If any custom orders including plush carpet, custom cut carpet, Octanorm display rental exhibits and any other custom order items or services have already been provided at the time of cancellation, fees will remain at 100% of the original charge. If the show or event is canceled because of reasons beyond BLAINE'S control, EXHIBITOR remains responsible for all charges for services and equipment provided up to and including the date of cancellation. BLAINE will not issue refunds to EXHIBITOR of any payments made before the date of cancellation. EXHIBITOR is solely responsible for, and agrees to pay, any and all charges related to removal of items from EXHIBITOR'S booth after the show has ended, even if items were provided by, or belong to a third party. If rental items or services have been provided at time of cancellation, no refund or credit will be issued. It is EXHIBITOR'S responsibility to advise BLAINE Exhibitor Services personnel of any problem with any order, and to check invoices for accuracy prior to the close of the show or event. If the EXHIBITOR is exempt from payment of sales tax, BLAINE requires an exemption certificate for the state in which the services are to be used. Resale certificates are not valid unless EXHIBITOR is rebilling these charges to its customers. For international EXHIBITORS, BLAINE requires 100% prepayment of advance orders, and any orders or services placed at show site must be paid at the show. For all others, should there be any pre-approved unpaid balance after the close of the show, terms will be net, due and payable in BREA, CALIFORNIA, upon receipt of invoice. Effective 30 days after invoice date, any unpaid balance will bear a finance charge at the lesser of the maximum rate allowed by applicable law, or 1.5% per month, which is an annual percentage rate of 18%, and future orders will be on a pre-paid basis only. If any finance charge hereunder exceeds the maximum rate allowed by applicable law, the finance charge shall automatically be reduced to the maximum rate allowed, and any excess finance charge received by BLAINE shall either be applied to reduce the principal unpaid balance or refunded to the payer. These payment terms and conditions shall be governed by and construed in accordance with the laws of the state of California. In any event of any dispute between EXHIBITOR and BLAINE relative to any loss, damage, or claim, such EXHIBITOR shall not be entitled to and shall not withhold payment, or any partial payment, due to BLAINE for its services, as an offset against the amount of any alleged loss or damage. Any claim against BLAINE shall be considered a separate transaction, and shall be resolved on its own merits. BLAINE reserves the right to charge EXHIBITOR for the difference between the EXHIBITOR'S estimate of charges and the actual charges incurred by EXHIBITOR, or for any charges that BLAINE may be obligated to pay on behalf of EXHIBITOR, including without limitation, any shipping charges. If EXHIBITOR provides a credit card for payment and charges are rejected by the EXHIBITOR'S credit card company for any reason, BLAINE hereby provides notice that it reserves the right, and EXHIBITOR authorizes BLAINE to continue to attempt to secure payment through the credit card for as long as unpaid balances remain on the EXHIBITOR'S account. EXHIBITOR hereby grants a lien on its property in BLAINE'S possession to the extent of any outstanding obligations owed to BLAINE by EXHIBITOR.

OPTION A: LABOR PROVIDED UNDER THE SUPERVISION OF BLAINE

RESPONSIBILITIES: BLAINE shall be responsible for the performance of labor provided under this option. BLAINE cannot assume responsibility for any acts of, or loss to, persons, parties and/or other contracting firms not under BLAINE'S direct supervision and control. In no event shall BLAINE be liable for loss or damage caused by delay in labor beginning work when EXHIBITOR requests labor to begin later than the start of the working day. BLAINE shall not be responsible for loss, delay or damage due to strike, lockouts, and/or work stoppages, or other causes beyond BLAINE'S reasonable control.

INDEMNIFICATION: BLAINE agrees to indemnify, hold harmless, and defend EXHIBITOR from and against any and all demands, claims, caused of action, fines, penalties, damages, liabilities, judgments, and expenses (including but not limited to reasonable attorney's fees and investigation costs) for bodily injury, including any injury to BLAINE employees, and/or property damage arising out of work performed by labor provided by and supervised by BLAINE, except when EXHIBITOR exercises direction and/or control over the work being performed.

OPTION B: LABOR PROVIDED UNDER THE SUPERVISION OF EXHIBITOR

RESPONSIBILITIES: EXHIBITOR shall be responsible for the performance of labor provided under this section. It is the responsibility of EXHIBITOR to supervise labor secured through BLAINE in a reasonable manner as to prevent bodily injury and/or property damage and also to direct them to work in a manner that is in compliance with BLAINE'S Safe Work Rules and/or federal, state, county and local ordinances, rules and/or regulations, including but not limited to show or facility management rules and/or regulations. It is the responsibility of EXHIBITOR to check in with the Service Desk to pick up labor, and to return to the Service Desk to release labor when the work is completed.

INDEMNIFICATION: Exhibitor agrees to indemnify, hold harmless, and defend BLAINE from and against any and all demands, claims, causes of action, fines, penalties, damages, liabilities, judgments, and expenses (including but not limited to reasonable attorney's fees and investigation costs) for bodily injury, including any injury to BLAINE employees, and/or property damage arising out of work performed by labor provided by BLAINE, but supervised by EXHIBITOR. Further, EXHIBITOR'S indemnification of BLAINE includes any and all violations of federal, state, county or local ordinances, "Show Regulations and/or Rules" as published and/or set forth by facility or show management, and/or directing labor provided by BLAINE to work in a manner that violates any of the above rules, regulations, and/or ordinances.

IMPORTANT

PLEASE REFER TO BLAINE'S MATERIAL HANDLING TERMS AND CONDITIONS IN THE TERMS AND CONDITIONS SECTION OF THIS MANUAL AS THEY RELATE TO MATERIAL HANDLING SERVICES. CONTRACTUAL TERMS DEPEND ON THE NATURE OF SERVICES SECURED BY EXHIBITOR THROUGH BLAINE. TERMS & CONDITIONS MAY VARY FOR EACH TYPE OF SERVICES ORDERED THROUGH BLAINE.



The Difference is People Who Care.

INHERENTLY FIRE RETARDANT OR FLAME RETARDANT TREATMENT

1. All decorations, drapes, signs, banners, plastic displays, hay, straw, moss, split bamboo and other similar materials **MUST BE FLAME RETARDANT** to the satisfaction of the Fire Department and the State Fire Marshal.
2. Table covering must be flame retardant treated unless they lay flat, with an overhang no greater than 6”.
3. Oilcloth, tar paper, sisal paper, nylon, orlon and certain other plastic materials cannot be made flame retardant and their use is prohibited,
4. A Certificate of Flame Resistance shall be available for review by the Fire Marshal or on file with the Fire Marshal for all decorative materials.

VEHICLES/INTERNAL COMBUSTION ENGINES ON DISPLAY

Any autos, trucks, motorcycles or other motorized vehicles displayed shall have their batteries disconnected and terminals taped.

All motor vehicle tanks containing fuel or which have ever contained fuel, shall be furnished with locking-type gas caps or sealed with tape. The level of gas in tanks cannot exceed five gallons or one quarter tank, whichever is less.

Garden tractors, chain saws, power plants and other gasoline-powered equipment shall be safeguarded in a similar manner.

All autos, trucks and vehicles of any kind must show the location on the Fire Department approved floor plan 14 days prior to the show date.

COMBUSTIBLES

Literature on display shall be limited to reasonable quantities. Reserve supplies shall be kept in closed containers and stored in a neat and compact manner.

No cardboard boxes or any combustible materials may be stored on top of or near any electrical wiring in the spaces behind the backwall drapery (booth) or behind the display.

OBSTRUCTIONS

Aisles designated on approved show floor plans shall be kept clean, clear and free of obstructions. Booth constructions shall be substantial and fixed into position in specified areas for the duration of the show. Chairs, easels, signs and demonstration areas shall not be placed beyond booth areas into aisles.

All aisles must be maintained at a minimum of 10 feet in width or unless otherwise approved on the floor plan.

All fire prevention and fire fighting equipment in all public assembly areas shall have easy and unobstructed accessibility.

Continued on next page



The Difference is People Who Care.

ELECTRICAL EXTENSION CORDS & MULTI-PLUG ADAPTERS

1. Extension cords shall service one appliance only and shall be a three-wire approved type (with ground). The extension cord cannot exceed the capacity of the existing circuit breaker and cannot exceed fifteen (15) amps.
2. Multi-plug adapters must be UL approved and have a current (electricity) overload safety device. Cube adapters and other devices which increase outlets are not acceptable unless equipped with an internal circuit breaker.
3. All spliced wires are illegal.

COMPRESSED CYLINDERS

Compressed cylinders must be attached to a stand that is upright or laid flat on the floor. Compressed flammable gases are prohibited inside a building. This includes acetylene, hydrogen, propane, butane and L.P.G.

COOKING AND/OR WARMING DEVICES

Cooking and/or warming devices shall be electric. Sterno may be used for warming trays. Cooking devices shall be approved by a recognized testing laboratory: e.g., UL, FM, etc. Cooking, warming devices and/or heated products shall be isolated from the public by either placing the device a minimum of four (4) feet back from the front of the booth or provide a plexiglass shield 18 inches high, 1/4-inch thick across the front, and down both sides of the demonstrating area. Decorative candles are not permitted.

HELIUM BALLOONS

Helium balloons are not permitted inside some buildings. If you have any question regarding them, please contact the facility in which your event is located. If you need assistance in solving problems or have any questions, direct inquiries to the Fire Prevention Bureau servicing the area of your show location.

Thank you!



The Difference is People Who Care.



Pasadena Convention Center
Hall A
March 31, 2020

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

SIGN, DISPLAY AND ALLIED CRAFT UNION

Members of this union claim jurisdiction over all set-up and dismantling of exhibits including signs and carpet installation. This does not apply to the unpacking and placement of your merchandise. You may set up your exhibit display only if one person can accomplish the task in less than 30 minutes without the use of tools.

TEAMSTER UNION

This local union claims jurisdiction over the operation of all material handling equipment, all unloading and reloading, and handling of empty containers. An exhibitor may only move material that is hand-carryable by one person in one trip. No one, other than the official contractor's employees, is allowed to use dollies, hand trucks or other mechanical equipment. This includes, but is not limited to, I&D employees, hotel employees and facility employees.

TIPPING

Blaine Event Services requests that exhibitors do not tip our employees. They are paid an excellent wage, denoting a professional status, and we feel that tipping is not necessary. This applies to all Blaine Event Services employees.

SAFETY

Standing on chairs, tables or other rental furniture is prohibited. This furniture is not engineered to support standing weight. Blaine Event Services cannot be responsible for injuries or falls caused by the improper use of this furniture. If assistance is required in assembling your booth, please order labor and the necessary ladders and tools will be provided.



The Difference is People Who Care.



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 Phone: 714.522.8270
 Fax: 714.522.8271
 information@blainesvs.com
 www.blainesvs.com

MBOD 2020
 Job # 200329

Submission Deadline March 2, 2020

Exhibitor: _____ Booth: _____
 Address: _____ Phone: _____
 City/ST/Zip: _____ Fax: _____
 Authorized by: _____ Email: _____

Exhibitor Appointed Contractor Notice

This form must be completed and returned **only** if your company plans to use a contractor which is not the official show service contractor.

- Exhibitor must complete this form. Direct notification from the exhibitor appointed contractor without prior receipt of this form is not sufficient to service your exhibit.
- The exhibitor appointed contractor must be notified of all show rules and regulations (i.e., height restrictions, etc.) by the exhibitor directly and agree to abide by them.
- Blaine Event Services will not supply a service order kit to your exhibitor appointed contractor.
- Failure to provide this exhibitor appointed contractor form and a certificate of insurance with all requirements met by the provided deadline date (in the top right corner of this page) will result in your exhibitor appointed contractor not being authorized to service your exhibit.

CERTIFICATE OF INSURANCE REQUIREMENTS

- Blaine Event Services requires a General Certificate of Liability Insurance covering property damage, personal loss and/or bodily injury for no less than \$1,000,000.00.
- Blaine Event Services and Show Management must be named as additional insureds.
- The exhibitor's name, the location of the event, and show dates (including move-in and move-out dates) must be included in the "Description of Operations" section of the certificate.
- The certificate of liability and this EAC form must be provided by the provided deadline date on this form.
- For reference, a sample certificate of insurance is provided.

EXHIBITOR AUTHORIZATION

Your signature below denotes acceptance of the terms outlined above.

Exhibitor Representative Name: _____

Exhibitor Representative Signature: _____

Contractor Name: _____

Contractor Contact Name: _____

Contractor Email: _____

Contractor Phone: _____

Will your Exhibitor Appointed Contractor be hiring labor through Blaine Event Services?

Yes No

If yes, the order must be placed at least two (2) weeks prior to show move-in. If labor order request is not received by then, sufficient labor cannot be guaranteed to service the booth.



ACORD CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YY)

00/00/00

PRODUCER (000) 000-0000 FAX (000) 000-0000

 Name of Insurance Agency
 Street Address
 City, State Zip

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURERS AFFORDING COVERAGE

INSURED

 Exhibitor Appointed Contractor
 Street Address
 City, State Zip

INSURER A: Insurance Company A

INSURER B:

INSURER C:

INSURER D:

INSURER E:

COVERAGES

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. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	GENERAL LIABILITY	ABC 12345	01/01/2018	12/31/2018	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY				FIRE DAMAGE (Any one fire) \$ 50,000
	<input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR				MED EXP (Any one person) \$ 5,000
	_____				PERSONAL & ADV INJURY \$ 1,000,000
	_____				GENERAL AGGREGATE \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:				PRODUCTS-COMP/OP AGG \$ 2,000,000
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				
A	AUTOMOBILE LIABILITY	ABC 12345	01/01/2018	12/31/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO				BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS				BODILY INJURY (Per accident) \$
	<input type="checkbox"/> SCHEDULED AUTOS				PROPERTY DAMAGE (Per accident) \$
<input type="checkbox"/> HIRED AUTOS					
<input type="checkbox"/> NON-OWNED AUTOS					
	GARAGE LIABILITY				AUTO ONLY-EA ACCIDENT \$
	<input type="checkbox"/> ANY AUTO				OTHER THAN EA ACC \$
					AUTO ONLY: AGG \$
	EXCESS LIABILITY				EACH OCCURRENCE \$
	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE				AGGREGATE \$
	DEDUCTIBLE				\$
	RETENTION \$				\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	ABC 12345	01/01/2018	12/31/2018	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER \$
					E.L. EACH ACCIDENT \$ 1,000,000
					E.L. DISEASE-EA EMPLOYEE \$ 1,000,000
					E.L. DISEASE-POLICY LIMIT \$ 1,000,000
	OTHER				

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS

General Liability policy includes the interest of: <Exhibitor Name>, <Show Name>, <Show dates (including move-in and move-out)>, Blaine Event Services, <Show Organizer Name>, <Venue>, and/or their respective agents as additional insureds.

 CERTIFICATE HOLDER ADDITIONAL INSURED; INSURER LETTER ____

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

 Blaine Event Services
 114 S. Berry St.
 Brea, CA 92831

Name (First & Last)



114 S. Berry Street, Brea, CA 92821
 Phone: 714.522.8270
 Fax: 714.522.8271
 information@blainesvs.com
 www.blainesvs.com

MBOD 2020
 Job # 200329

Discount Deadline Date March 17, 2020

Exhibitor: _____ Booth: _____
 Address: _____ Phone: _____
 City/ST/Zip: _____ Fax: _____
 Authorized by: _____ Email: _____

Please complete the information requested below to authorize Blaine Event Services to charge your credit card for all orders related to your exhibitor account, including orders placed by you or your representative at show site.

If paying by check:

Check # _____ Check Date _____ Check \$ _____

If paying by credit card:

MasterCard Visa American Express

Credit Card # _____ Expiration _____

Cardholder's Name _____

Billing Address _____

City / ST / Zip _____

*Cardholder's Signature _____

**I agree in placing this order that I have accepted all of Blaine Event Services' terms and conditions.*

Payment Policy: All invoices must be settled at our service desk prior to the closing of the show. For your convenience, we accept MasterCard, American Express and Visa credit cards. Absolutely no credits will be issued after the closing date of the show.

Important: To obtain discount prices, payment must be received in full by the published "order deadline date." All orders must be received no later than the posted deadline date at the top of each form.

Please note: Electrical, telephone, audio visual, floral, and other sub-contractor forms should be faxed to the number **on the order form**.

International Exhibitors: We require pre-payment of all charges or payment at showsite. Payment may be in the form of a check drawn on U.S. funds account, American Express, Mastercard or Visa.

Suggestions for Easier Exhibiting:

- Place your order in advance to save time and money.
- Remember to order electrical power on the electrical order form if you are ordering lighting or audio/visual equipment.
- Order vacuuming or other cleaning for your exhibit (if applicable to your show).
- Consider ordering floral to enhance your exhibit.
- Refer to the material handling forms for address labels and other important information to make your shipping easier.
- Remember to call your Blaine Exhibitor Services representative with any questions or if you need any assistance with your forms.

Cancellation Policy

- Due to labor and delivery costs, any ordered item cancelled or exchanged after move-in begins will be charged 100%.
- Any ordered custom panels or graphics cancelled after start of construction will be charged 100%.

Equipment Damage

Blaine makes every effort to ensure the equipment used to construct your booth or custom unit is clean and damage-free, providing you that professional look. Any damage requiring replacement or repair will be charged to the exhibitor. In addition, any alterations made to Blaine's rental equipment by the exhibitor without prior approval or notification to Blaine may be considered damaged and billed to the exhibitor accordingly.

Freight / Transportation

Freight Handling (Estimated) \$ _____
 Cart Load Service (Estimated) \$ _____
 Vehicle Spotting \$ _____
 Blaine Transportation (Estimated) \$ _____

Rental Services

Furniture \$ _____
 Accessories \$ _____
 Carpet / Vinyl Flooring \$ _____
 Display Panels \$ _____
 Kiosks / Pedestals \$ _____
 Custom Displays \$ _____
 Prestige Furniture \$ _____

Labor Services

Booth Cleaning \$ _____
 Display Labor (Estimated) \$ _____
 Signs & Graphics * \$ _____

Sub Total \$ _____

(if not already calculated on order forms) **Tax (10.25%) *** \$ _____

Full Payment Amount \$ _____



It is the responsibility of the exhibitor to advise the Blaine Service Center representative of any problem with their order and to check their invoice for accuracy prior to payment at show site. Orders cancelled after delivery to your booth **will not be refunded. Absolutely no credits will be issued after the close of the show.**

Payment Charge Authorization Form



114 S. Berry Street, Brea, CA 92821
 Phone: 714.522.8270
 Fax: 714.522.8271
 information@blainesvs.com
 www.blainesvs.com

MBOD 2020
 Job # 200329

Discount Deadline Date March 17, 2020

Exhibitor: _____ Booth: _____
 Address: _____ Phone: _____
 City/ST/Zip: _____ Fax: _____
 Authorized by: _____ Email: _____

FOR USE OF AN EXHIBITOR APPOINTED CONTRACTOR:

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

- All Services
- Rental Furniture & Carpet
- Booth Cleaning
- Signs
- I&D Labor/Supervision
- Sign Hanging Labor/Supervision
- Material Handling/In & Out
- Other _____

Your signature below denotes acceptance of all terms and conditions included in your service kit.

Exhibitor Name: _____

Exhibitor Signature: _____

THIRD PARTY AGENT INFORMATION

If paying by check:

Check # _____ Check Date _____ Check \$ _____

If paying by credit card:

- MasterCard
- Visa
- American Express

Credit Card # _____ Expiration _____

Cardholder's Name _____

Billing Address _____

Cardholder's Signature _____

Third Party Company Name _____

Third Party Address _____

Phone _____ Fax _____

Payment Policy: All invoices must be settled at our service desk prior to the closing of the show. For your convenience, we accept MasterCard, American Express and Visa credit cards. Absolutely no credits will be issued after the closing date of the show.

Important: To obtain discount prices, payment must be received in full by the published "order deadline date." All orders must be received no later than ten (10) working days prior to the show opening.



Third Party Authorization Form



Material Handling Terms & Conditions

**PLEASE READ CAREFULLY! YOU ARE ENTERING A CONTRACT THAT LIMITS
YOUR POSSIBLE RECOVERIES IN THE EVENT OF LOSS OR DAMAGE.**

The terms and conditions set forth below are part of the contractual agreement between Blaine Event Services, Inc. and you, the EXHIBITOR. You, the EXHIBITOR, agree to and accept the terms and conditions of this contract when any of the following conditions are met:

1. The Estimated Freight Handling Charges form is signed; OR
2. Your, the EXHIBITOR'S, materials are delivered by your company or a commercial carrier designated by you to our warehouse or to a trade show / exposition site for which Blaine Event Services has been designated as the Official Show Contractor OR as a Subcontractor for the Official Show Contractor; OR
3. An order for labor and / or rental equipment is submitted by you, the EXHIBITOR, to Blaine Event Services.

1. **DEFINITIONS.** For interpretation of this contract Blaine Event Services, Inc., and their employees, officers, agents, directors, and assigned, affiliated companies, related entities including but not limited to any subcontractors Blaine Event Services Inc. may appoint shall be referred to as "BLAINE." The term "EXHIBITOR" means the exhibitor, its employees, agents, representatives, and any Exhibitor Appointed Contractor ("EAC"). Further, it is hereby understood and agreed that the "EXHIBITOR" is in fact the "SHIPPER" for all purposes and circumstances notwithstanding anything contained in this contract to the contrary.

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

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

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

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

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

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

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

7. **DESIGNATED CARRIERS.** In order to expedite removal of materials from the show site, BLAINE shall have the authority to change designated carriers if the carrier designated by the EXHIBITOR does not pick up the shipment(s) in time. Where no disposition is made by EXHIBITOR, materials may be taken to warehouse to await EXHIBITOR'S shipping instructions and EXHIBITOR agrees to be responsible for charges relating to such rerouting and handling. IN NO EVENT SHALL BLAINE BE RESPONSIBLE OR LIABLE FOR ANY LOSS RESULTING FROM SUCH REROUTING DESIGNATION. EXHIBITOR hereby understands and agrees that the carrier's terms and conditions apply to their shipment once the materials have been accepted by said carrier. It is the responsibility of the EXHIBITOR to familiarize himself with these terms and conditions. BLAINE WILL NOT BE RESPONSIBLE OR LIABLE FOR FAILURE TO PROVIDE THESE CARRIERS TERMS AND CONDITIONS TO THE EXHIBITOR.

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

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

Con't on next page



The Difference is People Who Care.



Material Handling Terms & Conditions (Cont'd)

10. CLAIM(S) FOR LOSS. EXHIBITOR agrees that any and all claims for loss or damage must be submitted to BLAINE immediately at the show site, and in any case no later than thirty (30) business days after the conclusion of the show or exposition. (For purposes of claim reporting, the "conclusion" of the show shall be construed as the time when EXHIBITOR'S materials are delivered to the carrier for transportation from the show site or from BLAINE'S warehouse.) All claims reported after thirty (30) business days will be rejected. In no event shall a suit or action be brought against BLAINE more than one year after the date of loss or damage occurred.

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

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

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

11. JURISDICTION. THIS CONTRACT SHALL NOT BE CONSTRUED UNDER THE LAWS OF THE STATE OF CALIFORNIA WITHOUT GIVING EFFECT TO ITS CONFLICT OF LAWS RULES. EXCLUSIVE VENUE FOR ALL DISPUTES ARISING OUT OF OR RELATING TO THIS CONTRACT SHALL RESIDE IN A COURT OF COMPETENT JURISDICTION IN ORANGE COUNTY, CA.

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

*EXHIBITOR'S negligent supervision of any labor secured through BLAINE, or the negligent supervision of such labor by any of EXHIBITOR'S employees, agents, representatives, customers, invitees and/or any Exhibitor Appointed Contractor (EAC);

*EXHIBITOR'S negligence, willful misconduct, or deliberate act, or the negligence, willful misconduct, or deliberate act of EXHIBITOR'S employees, agents, representatives, customers, invitees and/or any Exhibitor Appointed Contractor (EAC) at the show or exposition to which this contract relates, including but not limited to the misuse, improper use, unauthorized alteration, or negligent handling of BLAINE'S equipment;

*EXHIBITOR'S violation of federal, state, county or local ordinances;

*EXHIBITOR'S violation of show regulations and/or rules as published and set forth by facility and/or show management.

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



The Difference is People Who Care.



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MBOD 2020
 Job # 200329

Advance Warehouse Shipment Deadline	March 24, 2020
1st Day of Direct Shipment Acceptance	March 30, 2020

Exhibitor: _____ Booth: _____
 Address: _____ Phone: _____
 City/ST/Zip: _____ Fax: _____
 Authorized by: _____ Email: _____

The following are the Freight Handling rates for your event. **These charges are in addition to any freight bills that you will receive from your selected trucking company or common carrier.** Please find the rate(s) that best describe the shipment you are sending to the event. Use them to calculate your estimated charges from Blaine Event Services on the following page. **ALL SHIPMENTS WILL BE ROUNDED UP TO THE NEXT HIGHER 100 lbs. (cwt) INCREMENT.**

Please refer to the next page for explanations / definitions of shipment types and applicable surcharges. Please summarize these estimated charges on the next page (Estimated Freight Handling Charges). Listed rates cover both in and out handling. **Overtime in and out surcharges based on incoming weight only.**

Advance to Blaine Warehouse or Direct to Exhibit Hall Shipments (200 lb. minimum per shipment applies)

Crated or Skidded Shipment

Shipment Weight _____ cwt (100 lbs) x \$89.10 **per 100 lbs. = \$ _____

***Crated or Skidded - Special Handling Shipment**

Shipment Weight _____ cwt (100 lbs) x \$116.90**per 100 lbs. = \$ _____

*Shipments of all crated exhibit materials received or shipped outbound by van lines, specialized carrier, UPS, FedEx, or any shipment without proper bill of lading and stated weight.

***Uncrated / Pad Wrapped Shipment**

Shipment Weight _____ cwt (100 lbs) x \$134.80**per 100 lbs. = \$ _____

*Handling of all uncrated or pad wrapped exhibit materials.

Overtime Charges (200 lb. minimum per shipment applies)

All rates quoted above are based on "straight time" (8:00am to 4:30pm Monday thru Friday except holidays). All freight received at our warehouse and / or exhibit hall that is moved in or out **BEFORE 8:00am or **AFTER** 4:30pm on weekdays or **ANYTIME** Saturdays, Sundays or Union Holidays will be assessed the following overtime charges. *In and out rates based on incoming weight only.*

Crated or Skidded Shipment

Shipment Weight _____ cwt (100 lbs) x \$21.80 **per 100 lbs. = \$ _____

***Crated or Skidded - Special Handling Shipment**

Shipment Weight _____ cwt (100 lbs) x \$29.80 **per 100 lbs. = \$ _____

***Uncrated / Pad Wrapped Shipment**

Shipment Weight _____ cwt (100 lbs) x \$33.70 **per 100 lbs. = \$ _____

Small Package Shipments (25 lb. MAXIMUM per shipment)

Advance Warehouse Shipment (25 lb. max. per shipment)	\$71.30	\$ _____
Direct to Exhibit Hall Shipment (25 lb. max. per shipment)	\$67.40	\$ _____

Outbound Shipments Special Requirements

Shrink-Wrap Pallet(s) (each) includes labor	S/T \$75.30	\$ _____	O/T \$119.80	\$ _____
Steel Banding (per lineal ft.)			\$1.60 ft.	\$ _____
Labor to Steel Band (per 1/2 hr.)	S/T \$57.00	\$ _____	O/T \$99.10	\$ _____

If your shipment is left on the show floor without proper documentation after the end of the designated move-out, your shipment will be returned to the BCS warehouse at the exhibitor's expense. Please notes that there is a 500 lb. minimum charge. Shipments not picked up or redirected with your carrier within 72 hours from the close of the show will be assessed a storage fee at a prevailing rate.

500 lb. minimum charge	\$227.80
Each Additional 100 lbs.	\$45.60

It is the responsibility of the exhibitor to advise the Blaine Service Center representative of any problem with their order and to check their invoice for accuracy prior to payment at show site. Orders cancelled after delivery to your booth **will not be refunded. Absolutely no credits will be issued after the close of the show.**



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MBOD 2020
 Job # 200329

Advance Warehouse Shipment Deadline	March 24, 2020
1st Day of Direct Shipment Acceptance	March 30, 2020

Exhibitor: _____ Booth: _____
 Address: _____ Phone: _____
 City/ST/Zip: _____ Fax: _____
 Authorized by: _____ Email: _____

The following are the Freight Handling Surcharges that may apply to your shipment. These are in addition to the rates listed on the previous FREIGHT HANDLING SERVICES form. Below is a list of definitions of freight handling charges and the conditions where surcharges may be applicable to your shipment.

Advance to Blaine Warehouse Shipment:

Shipments of common freight and crated exhibits that will be received up to 30 days prior to the scheduled exhibitor move-in date with free storage during this period. Shipments will be delivered to your exhibit space and at the end of the event, delivered to the loading dock to your vehicle or designated common carrier. This also includes removal, storage and return of empty crates as necessary. **The cut-off date for these shipments will be 4 working days prior to the scheduled exhibitor move-in date.** Some exceptions may apply. Please refer to the Show Fact Sheet included in this exhibitor manual. **Advance shipments received prior to or after these dates will be subject to an "OFF-TARGET" handling charge of an additional \$25.00 per cwt. The weight will be rounded up to the next 100 lbs. (cwt) (200 lb. minimum)**

Direct to Exhibit Hall Shipments:

Shipments of common freight and crated exhibits that will be received on the scheduled exhibitor move-in day(s) at the exhibit hall loading dock. This shipment will be unloaded from exhibitor's vehicle or designated common carrier and delivered to your exhibit space and, at the end of the event, delivered to the loading dock to your vehicle or designated common carrier. This also includes the removal, storage and return of empty crates as necessary. The designated dates and times are specified in the Show Fact Sheet included in this exhibitor manual. **Direct shipments received anytime other than those dates and times will be subject to an "OFF-TARGET" handling charge of \$25.00 per cwt. The weight will be rounded up to the next 100 lb. (cwt) (200 lb. minimum)**

Shipments returned to Warehouse:

If, for any reason, your shipment(s) have to be returned to the Blaine warehouse after the end of the designated move out, a freight handling surcharge will be assessed at the rate listed on the previous page. Please note that there is a 500 lb. minimum charge. Shipments not picked up or redirected with your carrier within 72 hours from the close of the show will be assessed a storage fee.

Marshalling Yard Fee:

A marshalling yard may be required for the event you are participating in. If it is required, all commercial carriers will be directed to check in to the marshalling yard prior to going to the dock to unload. Privately-owned vehicles may be required, to check in also, depending on move-in schedule. **A fee (per shipment) will be added to your invoice if marshalling of your delivery vehicle is required .**

ESTIMATED Totals

Estimated Advance / Direct Freight Handling Charges	\$ _____
Estimated Overtime Charges	\$ _____
Estimated Surcharges	\$ _____
TOTAL ESTIMATED FREIGHT HANDLING CHARGES	\$ _____

This order must be accompanied with a signed Payment Charge Authorization form. By signing that form, you, the exhibitor, are agreeing with the Material Handling Terms and Conditions policy(s) contained within this exhibitor manual.

It is the responsibility of the exhibitor to advise the Blaine Service Center representative of any problem with their order and to check their invoice for accuracy prior to payment at show site. Orders cancelled after delivery to your booth **will not be refunded. Absolutely no credits will be issued after the close of the show.**



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MBOD 2020
 Job # 200329

Advance Warehouse Shipment Deadline	March 24, 2020
1st Day of Direct Shipment Acceptance	March 30, 2020

Exhibitor: _____ Booth: _____
 Address: _____ Phone: _____
 City/ST/Zip: _____ Fax: _____
 Authorized by: _____ Email: _____

All shipments, regardless of the method of transportation, **MUST BE PREPAID. COLLECT SHIPMENTS WILL NOT BE ACCEPTED.**
 Advance Warehouse "off-target" late shipments are subject to a surcharge (see below)

Advance Warehouse Shipping Address

THE LAST DAY YOUR FREIGHT WILL BE ACCEPTED IS: Tuesday, March 24, 2020

All shipments should be scheduled to arrive at our warehouse up to 30 days prior to the scheduled move-in date.
 Any shipment(s) arriving after this date will be charged a surcharge of \$25.00 per 100 lbs. (cwt) "off-target" receiving charge. All shipments should be addressed C/O BLAINE EVENT SERVICES.

Use this address to ship your freight to the Advance Warehouse

To:
 Name of Exhibitor AND Booth Number
For:
 MBOD 2020
C/O:
 BLAINE EVENT SERVICES
 114 S. BERRY ST.
 BREA, CA 92821

Direct to Show Shipping Address

THE FIRST DAY YOUR FREIGHT WILL BE ACCEPTED IS: Monday, March 30, 2020

Shipments sent directly to the facility will be received on the scheduled move-in day(s). Shipments arriving at the facility prior to the scheduled move-in will be refused. The facility does not have storage space for these shipments. All Direct to Show shipments must be consigned to BLAINE EVENT SERVICES.

Use this address if you are shipping your freight Direct to Show

To:
 Name of Exhibitor AND Booth Number
For:
 MBOD 2020
 PASADENA CONVENTION CENTER
C/O:
 BLAINE EVENT SERVICES
 128 S. MARENGO AVE.
 PASADENA, CA 91101

Important Information - Please read

The **Material Handling Terms and Conditions Form** contains conditions that limits your, the exhibitor's, recoveries in the event of loss or damage to your shipment. Please read and understand these limitations prior to ordering your freight handling services.

All shipments should be insured by you, the exhibitor, from the time it leaves the original point of shipment to the destination designated on the outbound Bill of Lading.
 Shipments received without receipts or freight bills (such as UPS, FedEx, etc.) will be delivered to your booth without guarantee of condition or piece count. **Blaine Event Services** assumes no liability for such shipments. We will not be responsible for shipments left in the booth by the exhibitor. Abandoned outbound shipments will be counted and shipped as we find them as we are clearing the exhibit hall.

Blaine Event Services will not be responsible for damage to uncrated materials improperly packed, for any concealed damage, for loss or theft of materials after delivery to booth, or before picking up at the booth for loading out of the exhibit hall. In all these instances, **Blaine Event Services'** maximum limit of liability will be \$.30 per pound, per article per the agreement within the "Material Handling Terms and Conditions". At the close of the show, if your carrier fails to pick up or refuses to accept your shipment, **Blaine Event Services** reserves the right to re-route such shipment(s) or return to our designated warehouse pending advise from you, the exhibitor, a shipping destination and who will assume responsibility for the charges according to the service required. **Blaine Event Services** shall not be liable as a result of such re-routing or handling.



EXHIBIT MATERIAL

WAREHOUSE SHIPMENT

Deadline Date: Tuesday, March 24, 2020

To: _____
(Name of Exhibiting Company)

Blaine Event Services
114 S. Berry St.
Brea, CA 92821

Event: **MBOD 2020**
Booth: # _____



RUSH

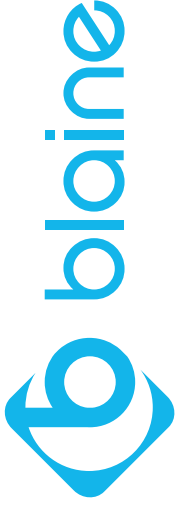


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RUSH





EXHIBIT MATERIAL

DIRECT TO SHOW SHIPMENT

For Delivery on: Monday, March 30, 2020

To: _____
(Name of Exhibiting Company)

Pasadena Convention Center
c/o Blaine Event Services
128 S. Marengo Ave.
Pasadena, CA 91101

Event: **MBOD 2020**
Booth: # _____



RUSH



EXHIBIT MATERIAL

DIRECT TO SHOW SHIPMENT

For Delivery on: Monday, March 30, 2020

To: _____
(Name of Exhibiting Company)

Pasadena Convention Center
c/o Blaine Event Services
128 S. Marengo Ave.
Pasadena, CA 91101

Event: **MBOD 2020**
Booth: # _____



RUSH



Exhibitor:	_____	Booth:	_____
Address:	_____	Phone:	_____
City/ST/Zip:	_____	Fax:	_____
Authorized by:	_____	Email:	_____

Payment Policy: All invoices must be settled at our service desk prior to the closing of the show. For your convenience, we accept MasterCard, American Express and Visa credit cards. Absolutely no credits will be issued after the closing date of the show.

Important: To obtain discount prices, payment must be received in full by the published "order deadline date." All orders must be received no later than ten (10) working days prior to the show opening.

SPECIAL POV CARTLOAD SERVICE

Small Passenger Vehicles Only
400 lbs. or less and /or 10 pieces or less

Blaine Event Services is pleased to provide a cartload material handling service **one way** from the dock to your booth or your booth to the dock. This service will be available during move-in and move-out hours only.

Cartload Service is only available for privately owned vehicles (POV). A POV is considered to be any vehicle that is primarily designed to transport passengers, not cargo or freight. Examples include cars, mini vans, small pickup trucks and SUVs.

Each cart will handle a load approximately 3'W x 5'L and approximately 3'H. Due to safety concerns, it will be up to the Blaine Freight Supervisor's discretion if the load can go higher than 3 feet. **No individual cart may be more than 10 pieces and/or more than 400 lbs.**

There is one cartload allowed per exhibiting company per booth for both the move-in and/or the move-out.

Freight that is too large or heavy will be moved by Blaine at the published material handling rates. Vehicles over 1/2 ton (rental trucks, trailers or bobtails) and commercial carriers do not qualify for this service and will be billed at the published material handling rates.

NOT ACCEPTABLE



The vehicle must be unloaded at the designated facility loading dock. There must be two people with the vehicle being unloaded: one person to go with the materials to the booth and one person to remove the vehicle from the receiving dock to a parking location.

Preferential service will be given to all pre-orders placed prior to move-in. To receive this service at showsite, please visit the onsite Blaine Event Services service desk. Exhibitors assume all liability for any damage at all times. This service does not include storage of empty containers. Gratuities should not be offered to the Blaine team member performing your cartload service.

Please use the dock off of S. Marengo Ave. to unload your vehicle



Trip from Dock to Booth on ST @ \$85.00	
Trip from Booth to Dock on OT @ \$110.50	
Total	

Please enter this amount on the "Payment/Charge Authorization" Form



114 S. Berry Street, Brea, CA 92821
 Phone: 714.522.8270
 Fax: 714.522.8271
 information@blainesvs.com
 www.blainesvs.com

MBOD 2020
 Job # 200329

Order Deadline Date March 24, 2020

Exhibitor: _____ Booth: _____
 Address: _____ Phone: _____
 City/ST/Zip: _____ Fax: _____
 Authorized by: _____ Email: _____

Payment Policy: All invoices must be settled at our service desk prior to the closing of the show. For your convenience, we accept MasterCard, American Express and Visa credit cards. Absolutely no credits will be issued after the closing date of the show.

Important: To obtain discount prices, payment must be received in full by the published "order deadline date." All orders must be received no later than ten (10) working days prior to the show opening.

Guidelines & Regulations for Vehicle / Trailer Spotting

Exhibitors will be required to use Blaine Event Services for all vehicle / trailer spotting inside the exhibit hall.

A Blaine Freight Supervisor will inspect the vehicle / trailer to ensure it complies with the following:

1. Fuel tanks cannot exceed more than 1/4 tank of fuel.
2. Gas cap must be locked or taped down.
3. Battery cable(s) must be disconnected and taped down.
4. Vehicle key must be left with Show Management.

Vehicle Spotting Rate:

\$275.00 Per Vehicle or Trailer

(Price includes both in and out of exhibit hall)

Vehicle Type: _____ Qty: _____

Vehicle Size: _____ (L) x _____ (W) x _____ (H)

Move-In Date: _____ Estimated Time: _____

- Exhibitors are responsible for floor protection. If the vehicle leaks anything on the expo floor, the exhibitor will be held financially responsible to clean or repair the floor.
- Vehicle shall not be moved during show hours, unless supervised by Blaine Event Services.
- Materials inside the vehicle / trailer are subject to direct material handling charges, per Blaine discretion. Blaine has the right to enforce the unloading of materials in order to get the weight of the materials. Blaine also has the right to deny entry of a vehicle or trailer.

See direct freight handling rates for charges related to the unloading of items that are stored inside the vehicle or trailer.

TOTAL \$ _____

Please enter this amount on the "Payment/Charge Authorization" Form



Vehicle Spotting Form



114 S. Berry Street, Brea, CA 92821
 Phone: 714.522.8270
 Fax: 714.522.8271
 information@blainesvs.com
 www.blainesvs.com

MBOD 2020
 Job # 200329

Outbound Material Handling and Shipping Labels

Submission Deadline Date	March 24, 2020
---------------------------------	----------------

Exhibitor: _____	Booth: _____
Address: _____	Phone: _____
City/ST/Zip: _____	Fax: _____
Authorized by: _____	Email: _____

Every Outbound Shipment will require a Material Handling Agreement and Labels. We would be happy to prepare these for you in advance. To take advantage of this service, please complete and return this form with your order.

Shipping Information

BILL TO: SHIPPER/EXHIBITOR NAME: _____
 BILLING ADDRESS: _____
 CITY: _____ STATE/PROVINCE: _____ ZIP/POSTAL CODE: _____

PREPAID **COLLECT**

SHIP TO: COMPANY NAME: _____
 ATTN: _____ PHONE#: _____
 DELIVERY ADDRESS: _____
 CITY: _____ STATE/PROVINCE: _____ ZIP/POSTAL CODE: _____
 SPECIAL INSTRUCTIONS: _____

** For multiple destinations, please fill out one form per destination.*

Method of Shipment

PLEASE CHECK DESIRED METHOD OF SHIPMENT BELOW

- BLAINE TRANSPORTATION (ground 7-10 business days)**
- Other Common Carrier _____
 Carrier Phone#: _____
- 1 Day: Delivery next business day
- 2 Day: Delivery by 5:00 P.M. second business day
- Deferred: Delivery within 3-4 business days
- Standard Ground
- Specialized: Pad wrapped, uncrated, or truckload

Once your shipment is packed and ready to be picked up, please visit the Blaine Service Desk to pick up your Material Handling Agreement and Pre-Printed Labels.

Verify the piece count, weight and sign the Material Handling Agreement prior to shipping out.

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

If you are using the Official Show Carrier, pick-up arrangements have already been made for you. Arrangements for pick-up by all other carriers is the responsibility of the exhibitor.

DESIRED ARRIVAL DATE: _____

DESIRED NUMBER OF LABELS: _____

PLEASE NOTE: If your preferred carrier is UPS or FedEx, they typically do not pick up after 3:00 PM or on weekends.

BLAINE

Exhibit Transportation



- Specialized services available, including Time-Critical expedited and guaranteed shipping
- Comprehensive North American coverage
- Online visibility
- Dedicated, experienced, and successful exhibit services team
- Flexible, dependable solutions designed to meet your specific needs
- Competitive rates that will improve your margin
- No detention fees
- No extra fees for weekend/after-hour pickups (outbound shipments only)

For more information regarding our services, rates, shipment deadlines, documentation requirements, and ordering, please contact one of our transportation coordinators at (714) 522-8270 or via email at transportation@blainesvs.com

Terms and Conditions

MOTOR CARGO SERVICE REQUEST AND SHIPPING INSTRUCTIONS CONTRACT

This contract establishes your legal obligations with regard to the property described herein being shipped with Blaine Transportation. It specifically limits your rights and possible recovery if your property is lost or damaged. You must accept all terms and conditions of this contract. You confirm that you have read and agree with all the terms and conditions of this contract by receipt without contest. This contract may not be waived or varied, except in writing and then only by an authorized representative of Blaine Event Services.

1. DEFINITIONS: In this Contract, "Blaine" means Blaine Event Services, and its respective employees, officers, directors, agents, assigns, affiliated companies, and related entities including any contractors appointed by Blaine. The term "Shipper" means the person or business for whom the property is being transported, and includes their respective employees, officers, directors, agents, assigns, affiliated companies and contractors appointed by the Shipper, excluding only Blaine. "Property" is all objects of any type received from the Shipper for transport by Blaine as described herein. "Consignee" is the party whom the Shipper has designated the goods are to be delivered.

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

3. BLAINE'S RESPONSIBILITIES UNDER THE CONTRACT ARE LIMITED: Blaine shall not be responsible for the performance of individuals or firms who are not under the direct supervision or control of Blaine. Blaine shall not be responsible for event or causes of loss, delay, or damage beyond its reasonable control, including (by way of illustration only, and not as limitation on breadth of this clause), strike, lockout, work slowdown or stoppage, power failure, breakdown of plant or machinery, facility failure, vandalism, theft, Act of God, effect of natural elements, riot, civil commotion or disturbance, terrorism, act of war or belligerent parties, and any other cause or causes beyond the reasonable control of Blaine. Blaine shall not be liable for delay caused by highway obstructions, or faulty or impassable highways, or lack of capacity of any highway, bridge, or ferry, or caused by breakdown or mechanical defects of vehicles or equipment, or from any cause other than the negligence of Blaine. Blaine shall not be bound to transport by any particular schedule, means, vehicle or otherwise, other than with reasonable dispatch.

4. PACKAGING AND CRATES: Shipper's property must be well packaged for safe and secure handling, storage and shipment using ordinary care. Blaine makes neither representation nor any warranty regarding the acceptability or suitability of any packaging system or procedure that Shipper might use for its property. Blaine shall not be responsible for damage to loose or uncrated materials, pad wrapped or shrink-wrapped materials, glass breakage, concealed damage, carpets in bags or poly, or improperly packed or labeled materials. Crates and packaging should be of a design to adequately protect contents for handling by forklift and similar means. General guidance as to acceptable packaging systems and procedures may be found in publications such as the National Motor Freight Classification, published by the National Motor Freight Traffic Association.

5. PERISHABLE GOODS: Goods of perishable nature are carried in dry trailers without environmental or atmospheric control or other special services unless Shipper states on the face of the "Service Request and Shipping Instructions" that the goods are to be in a refrigerated, heated, specially ventilated or otherwise specially equipped trailer. The carriage may be subject to additional charges. Shipper is responsible for bringing the goods to the proper temperature before loading the goods into the trailer, for proper storage of the goods within the trailer, and for setting the temperature (including maintenance and repair), during all times after the trailer is spotted by Blaine and before the trailer is received by Blaine. Blaine is not responsible for product deterioration caused by inherent vice, defect in the merchandise or transit times in excess of product shelf life. Refrigerated, heated, specially ventilated or otherwise specially equipped trailers are not equipped to change the temperature of goods (they are equipped only to maintain temperature.) Shipper will give written notice of requested temperature setting of the thermostatic controls before receipt of the goods by Blaine. When a loaded trailer is received, Blaine will verify that the thermostatic controls are set to maintain trailer temperature as requested. Blaine is unable to determine whether the goods were at the proper temperature when they were loaded into the trailer or when the trailer is delivered to Blaine. Air temperature at the unit sensor will be maintained within the proper range of plus or minus 5 degrees Fahrenheit of the temperature requested by Shipper on the face of the "Service Request and Shipping Instructions" if the goods were at that temperature when loaded into the container and if the temperature controls were properly set when the container was loaded.

6. REFUSED SHIPMENTS: If the Consignee refuses a shipment tendered for delivery or if Blaine is unable to deliver a shipment because of fault or mistake, Blaine's liability shall then become that of a warehouseman. (a) Blaine shall promptly attempt to provide notice, by telephonic, electronic, or written communication as provided on the face of these shipping instructions, if so indicated, to Shipper or the party, if any designated in these instructions to receive notice. (b) Storage charges, if applicable, shall start no sooner than the next business day following attempted notification. Storage may be, at Blaine's option, in any location that provides reasonable protection against loss or damage. Blaine may place the shipment in public storage at the owner's expense and without liability to Blaine. (c) Blaine does not receive disposition instruction within 48 hours of the time Blaine's attempted first notification. Blaine will attempt to issue a second and final confirmed notification. Such notice shall advise that if Blaine does not receive disposition instructions within 10 days of notification, Blaine may offer the shipment for sale at a public auction and Blaine has the right to offer the shipment for sale. The amount of sale will be applied to Blaine's invoice for transportation, storage, and other lawful charges. Shipper will be responsible for the balance of charges not covered by the sale of goods. If there is a balance remaining after all charges and expenses are paid, such balance will be paid to the owner of the property sold hereunder, upon claim of proof of ownership. (d) Where Blaine has attempted under such circumstances and in such manner as may be authorized by law. (e) When perishable goods cannot be delivered and disposition is not given within a reasonable time, Blaine may dispose of the property to the best advantage. When Blaine is directed by Consignee or Consignor to unload or deliver property at a particular location where Consignor, Consignee, or the Agent of either is not regularly located, Blaine's liability for the shipment shall terminate after unloading or delivery.

7. INSURANCE: Blaine is NOT AN INSURER. Shipper is responsible for obtaining insurance for its property. Blaine provides no insurance for Shipper or its property.

8. LIMITATION ON SHIPPER'S RECOVERABLE DAMAGES: Shipper understands that even if Shipper's property is lost, stolen, or damaged, Blaine does not pay replacement or restoration cost of any property. **BLAINE/THE CARRIERS'S MAXIMUM LIABILITY SHALL BE THE AMOUNT OF PROVEN ACTUAL VALUE NOT EXCEEDING THE LOWER OF THE FAIR MARKET VALUE ("THE FAIR MARKET VALUE" EQUALS THE AS IS PRICE FOR THE PROPERTY AT THE LOCATION OF THE SHOW TO WHICH PRICE A WILLING BUYER AND WILLING SELLER WOULD AGREE IN AN ORDINARY COURSE OF BUSINESS, ARM'S LENGTH SALE.) OR \$25.00 (USD) PER POUND (SHIPMENTS MOVING VIA GROUND) PER PIECE OF CARGO LOST OR DAMAGED UNLESS AT THE TIME OF SHIPMENT SHIPPER MAKES A DECLARATION OF VALUE FOR CARRIAGE IN THE SPACE DESIGNATED ON THE SHIPPING INSTRUCTIONS AND PAYS THE APPROPRIATE VALUATION CHARGE.** Even if Shipper has made a declaration of value, liability shall never exceed the depreciated original invoice value or the fair market value of the property, whichever is less. The value per pound for applying declared valuation charges shall be determined by dividing Shipper's declared value for carriage by the actual weight of the

shipment. IN all cases not prohibited by law, where a lower value than the actual value of the said property has been stated in writing by Shipper or has been agreed upon in writing as the released value of the property upon which the rate is based, such lower value plus freight charges, if paid, shall be the maximum recoverable amount for loss or damage. Notwithstanding the above limitations, all shipments containing the following items of extraordinary value are limited to a maximum declared value of \$500.00 (USD): (a) Artworks and objects of art, including without limitation, original paintings, drawings, etchings, watercolors, tapestries and sculptures or prototypes; (b) Clocks, jewelry, including costume jewelry, furs and fur trimmed clothing; (c) Personal effects, including without limitation, papers and documents; or (d) Coin money, currency, gift certificates, debit cards, credit cards, and any other items of extraordinary value. Any declared values in excess of the maximums does not constitute in excess of the maximums allowed herein is null and void, and the acceptance by Blaine/the carrier for carriage of any shipment with declared value in excess of the allowed minimums does not constitute a waiver of these maximums. In any event, (excluding small package program shipments) **BLAINE/THE CARRIER'S MAXIMUM LIABILITY WILL NEVER BE MORE THAN \$100,000 PER SHIPMENT.** Shipper understands that even if Shipper is not able to participate or fully participate in a show due to loss of, theft of, or damage to their property, Blaine/the carrier shall not be liable or responsible for damages identified by the terms (by way of example only and not in limitation of the breadth of this clause) such as the following: consequential damages, loss of use damages, loss of profits damages, business interruption damages, delay damages, special damages, collateral damages, exemplary damages, damages awarded for gross negligence, direct damages, indirect damages, or damages of failure of performance, breach of contract damages, fraud damages, or any other sort of damage for tort or breach of contract. This limitation shall bind the parties: **(A) WHENEVER OR WHEREVER THE CLAIMED LOSS OR DAMAGE MAY OCCUR; (B) EVEN THOUGH THE ALLEGED LOSS OR DAMAGE IS CLAIMED TO RESULT FROM NEGLIGENCE, STRICT LIABILITY, PRODUCTS LIABILITY, BREACH OF CONTRACT, BREACH OF STATUTE OR REGULATION, OR ANY OTHER LEGAL THEORY OR CAUSE, AND; (C) EVEN THOUGH BLAINE MAY HAVE BEEN ADVISED OR BEEN ON NOTICE OF THE POSSIBILITY OR EVEN THE PROBABILITY OF SUCH DAMAGES.**

9. SHIPPER'S RESPONSIBILITIES AND INDEMNIFICATION: (a) Shipper must pay in full for the services rendered under this Agreement at the time the services are requested. The existence of a dispute between Shipper and Blaine relative to any claim or other matter shall have no bearing on this duty of payment. No claim may be submitted by or on behalf of Shipper to Blaine unless Shipper's account is current. (b) Shipper warrants and will ensure that its property is inert, and contains no Hazardous Substances, Hazardous Materials, Chemicals, Gasses, Explosives, Radioactive Materials, Biologically hazardous agents, or any other substance, matter or object in any form that could pose a threat to the health or safety of Blaine persons, property, or the public welfare in general. Such goods may be warehoused at owner's risk and expense destroyed without compensation. (c) Shipper shall defend and indemnify Blaine, its employees, directors, officers, and agents from and against any and all demands, claims, causes of action, fines, penalties, damages, (including consequential), liabilities, judgments, and expenses (including but not limited to reasonable attorney "fees and investigation costs") on account of personal injury, death, or damage to or loss of property or profits arising out of or contributed to by any of the following: Shipper's negligence, willful misconduct, or deliberate act; Shipper's violation of Federal, State, County or Local ordinances; Shipper's violation of Show Regulations and/or Rules as published and set forth by Facility and/or Show Management; and/or Shipper's failure to comply with subsection (b) of this section regarding the inclusion of any dangerous substances in the property placed with Blaine.

10. CLAIMS: Claims must be filed in writing within nine (9) months after the date of delivery of the property (or in the case of export), except that claims for failure to make delivery must be filed within nine (9) months after a reasonable time for delivery has elapsed. Suits for loss, damage, or delay shall be instituted against Blaine no later than two (2) years and one (1) day from the day when written notice is given by Blaine to the claimant that Blaine has disallowed the claim or any part or parts of the claim specified in the notice. Shipper shall deliver notice of claim for loss or damage by hand, U.S. mail, courier, facsimile, or electronic means to Blaine Transportation: 114 S. Berry St. Brea, CA 92821, as soon as loss or damage is discovered. The notice of claim shall invite a prompt joint survey of the damage, at a time and place to be agreed between the parties, and such survey shall go forward promptly. However, if in any case the property is received by the Consignee or the Consignee's agent without notice of loss or damage to the property being served on Blaine within 15 calendar days of the receipt of property, it is agreed between Blaine and Shipper that in this instance the presumption shall arise that the property was delivered in proper quantity and in good condition.

11. CHOICE OF FORUM/ARBITRATION: THIS CONTRACT SHALL BE CONSTRUED UNDER THE LAWS OF THE STATE OF CALIFORNIA WITHOUT GIVING EFFECT TO ITS CONFLICT OF LAWS RULES. EXCLUSIVE VENUE FOR ALL DISPUTES ARISING OUT OF CONTRACT, TORT, COMMON LAW OR RELATING TO THE ENFORCEMENT OR INTERPRETATION OF THIS CONTRACT SHALL RESIDE IN A COURT OF COMPETENT JURISDICTION IN BREA, CALIFORNIA. Notwithstanding anything herein to the contrary, any controversy or claim arising out of or relating to this Agreement, or the breach thereof, shall be exclusively settled by arbitration administered by the American Arbitration Association in accordance with its Commercial Arbitration Rules and judgment on the award rendered by the arbitrator(s) may be entered by any court having jurisdiction thereof.

12. MISCELLANEOUS: (a) Shipper warrants the accuracy of the weight and dimension data furnished in the Contract (b) Shipper understands that once its property is shipped by Blaine pursuant to the instructions contained in this Contract, Shipper has no right to control the shipment, stop the shipment in transit, or divert or reschedule same. (c) Shipper agrees that this Contract may be provided to any third party, including common or contract carriers of cargo by air, water, rail or road, for the purpose of confirming the right of Blaine to control the handling of the property and all matters related to payment for the shipment. Shipper agrees that all shipments are subject to correction and final charges determined by the actual or re-weighed weight of the shipment.

BILL OF LADING LISTED TERMS

SHIPMENTS MOVING VIA GROUND TRANSPORTATION: Exhibitor agrees (i) Forwarder's liability to Exhibitor shall be limited to \$25.00 per pound per package and shall not exceed \$100,000 under any circumstances; and (ii) Forwarder shall have no liability for special, incidental, PUNITIVE or consequential damages arising from any loss, damage, mis-delivery or delay of shipment HOWEVER CAUSED.

DECLARED VALUE: Available at the exhibitor's expense at the rate of \$4.25 per \$100.00 of value declared. Minimum charge of \$100.00

RE-ROUTE FREIGHT: If exhibitor's requested carrier fails to pick-up shipment Blaine reserves the right to re-route/re-consign freight to carrier of Blaine's choice. Any freight left or abandoned on the show floor will be returned to warehouse and/or consigned to carrier of Blaine's choice at exhibitor's expense. Additional COD charges will apply. Blaine reserves the right to use any payment method on file (included credit cards). All Shipping charges and weights are estimates until the shipment is delivered.

Shipping Inquiry Form

At Blaine, we understand that your time is valuable when preparing for a trade show. Blaine Transportation partners with leading trade show transportation providers to assist with all of your shipping needs. We provide a broad portfolio of transportation services for inbound and outbound exhibit shipments, including expedited and specialized services.

Please submit completed forms to us via fax at (714) 522-8271 or email at transportation@blainesvs.com, and one of our transportation coordinators will contact you within two business days with an estimate. Required fields are marked with an asterisk (*).



CONTACT NAME*: _____

COMPANY NAME*: _____

EVENT NAME*: _____

BOOTH NUMBER: _____

PHONE*: _____

EMAIL*: _____

ORIGIN ADDRESS*: _____
(Street Address, City, State, Zip)

DESTINATION ADDRESS*: _____
(Street Address, City, State, Zip)

ESTIMATED NUMBER OF PIECES:

_____ Skids/Pallets	_____ Crates
_____ Fiber Cases	_____ Carpets
_____ Cartons	_____ Other

TOTAL ESTIMATED WEIGHT*: _____ lbs. **DIMENSIONS:** (L) _____ (W) _____ (H) _____

SPECIAL REQUIREMENTS: _____

SHIPMENT TYPE*:

- Standard Ground (3 – 6 business days)
- Time Critical
 - Must Arrive on: _____
 - Must Arrive by: _____



Please submit completed forms to transportation@blainesvs.com or via fax to 714.522.8271

114 S. Berry Street, Brea, CA 92821 • Phone: 714.522.8270 • Fax: 714.522.8271 • www.blainesvs.com

Blaine Transportation

COMPLETE THIS FORM ONLY IF YOU ARE SHIPPING YOUR EXHIBIT MATERIALS BY BLAINE TRANSPORTATION

SHOW NAME: MBOD 2020 BOOTH #: _____

INBOUND

TIPS FOR SUCCESSFUL SHIPPING

- Credit card information must be on file prior to pick up, as charges will be included on your show services invoice.
- Blaine will provide you with pre-printed shipping labels. Please make sure each shipment piece is clearly labeled.
- Blaine recommends shipping to the Advance Warehouse. We will warehouse your shipment for up to 30 days at no additional cost and your shipment is guaranteed to be in your booth when you arrive for move-in.
- Blaine strongly recommends to palletize and shrink wrap shipments to adequately protect contents.

PICK UP INFORMATION

Requested Pick Up Date: _____

Requested Pick Up Time: _____ - _____
(minimum 4 hour window after 12:00 PM)

Shipper Name: _____

Shipper Address: _____

Contact Name: _____

Phone Number: _____

- Lift Gate Required Residential pick up Inside pick up

DESTINATION

- I will be shipping to the ADVANCE WAREHOUSE
***MUST BE DELIVERED NO LATER THAN MARCH 24**

- I will be shipping to SHOW SITE
***CANNOT BE DELIVERED BEFORE MARCH 30**

SERVICE SELECTION

- Standard Ground (3 - 6 business days)
 Time Critical
 Must Arrive on: _____
 Must Arrive by: _____

SPECIAL INSTRUCTIONS _____

SHIPMENT DETAILS

Number of pieces	Estimated Weight
_____ Crates	_____
_____ Cartons	_____
_____ Cases / Trunks	_____
_____ Skids	_____
_____ Other (_____)	_____
_____ TOTAL	_____

Dimensions of **largest** piece: (L) _____ (W) _____ (H) _____

OUTBOUND

IMPORTANT INSTRUCTIONS

Every shipment must be clearly labeled and requires a Blaine Material Handling Agreement (MHA) for each destination.

1. Exhibitor must complete this request form and return it before the show closes.
2. Blaine will create a MHA and shipping labels.
3. MHA and shipping labels can be picked up at the Blaine Service Desk during move-out.
4. Exhibitor must properly pack and label shipment.
5. Exhibitor must return the signed MHA to the Blaine Service Desk with confirmed piece count and estimated weight.

SHIP TO ADDRESS

Shipper Name: _____

Shipper Address: _____

Contact Name: _____

Phone Number: _____

- Lift Gate Required Residential delivery Inside delivery

SERVICE SELECTION

- Standard Ground (7-11 business days)
 Time Critical
 Must Arrive on: _____
 Must Arrive by: _____

SPECIAL INSTRUCTIONS _____

_____ **DESIRED NUMBER OF LABELS**

- Please contact me about costs for additional insurance on my shipment

Please return this completed form to Blaine via email at transportation@blainesvs.com or by fax to (714) 522-8271.

EXHIBITOR SHIPMENT AUTHORIZATION

Signature: _____

Printed Name: _____

*Emergency/Mobile Phone #: _____

By signing Exhibit Transportation Form, you and/or company agree to payment terms & conditions (listed in the show Exhibitor Service Manual), limits of liability through carrier, and authorize Blaine to use any payment method on file (including credit cards). All shipping charges and weights are estimates until the shipment is delivered. It is the exhibitor's responsibility to report damage, including concealed damage, within 10 days to the carrier.



114 S. Berry Street, Brea, CA 92821
 Phone: 714.522.8270
 Fax: 714.522.8271
 information@blainesvs.com
 www.blainesvs.com

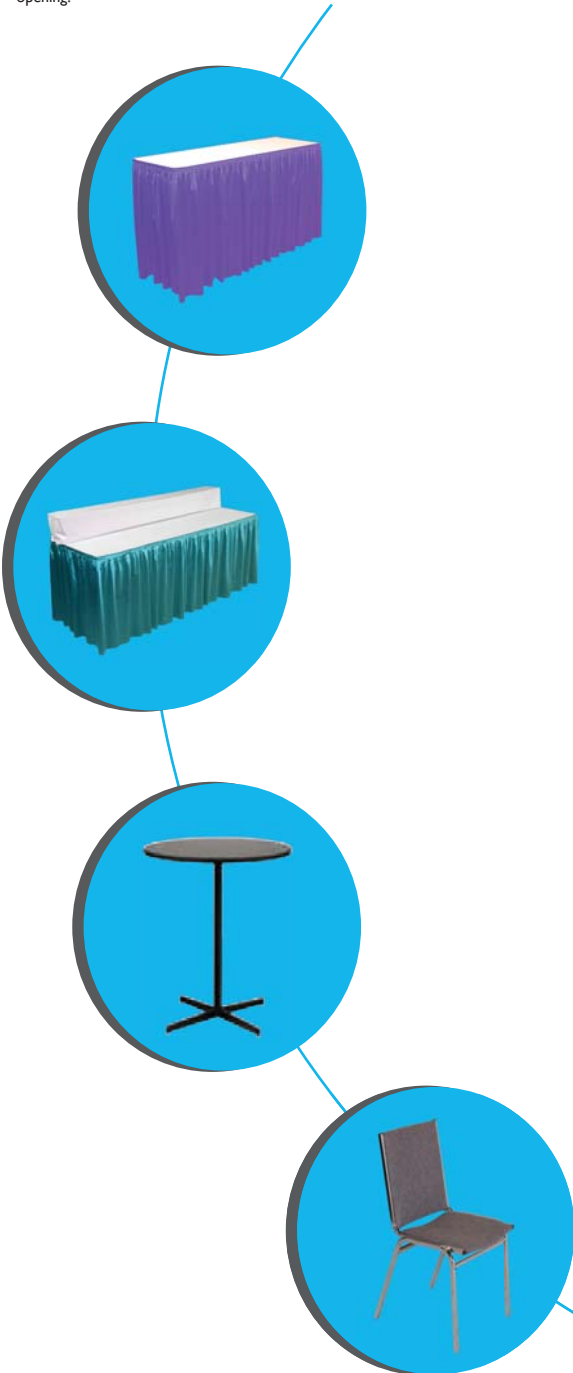
MBOD 2020
 Job # 200329

Discount Deadline Date March 17, 2020

Exhibitor: _____ Booth: _____
 Address: _____ Phone: _____
 City/ST/Zip: _____ Fax: _____
 Authorized by: _____ Email: _____

Payment Policy: All invoices must be settled at our service desk prior to the closing of the show. For your convenience, we accept MasterCard, American Express and Visa credit cards. Absolutely no credits will be issued after the closing date of the show.

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1. Display Tables - 30" H

	Qty	Discount Price	Standard Price	Total
4' X 24" TABLE DRAPED (4 SIDES)	_____	x \$135.90	\$176.70	_____
6' X 24" TABLE DRAPED (3 SIDES)	_____	x \$152.40	\$198.10	_____
8' X 24" TABLE DRAPED (3 SIDES)	_____	x \$172.20	\$223.90	_____
4TH SIDE TABLE DRAPE	_____	x \$58.00	\$75.40	_____
4' X 24" TABLE NOT DRAPED	_____	x \$75.90	\$98.70	_____
6' X 24" TABLE NOT DRAPED	_____	x \$83.50	\$108.60	_____
8' X 24" TABLE NOT DRAPED	_____	x \$95.20	\$123.80	_____

2. Counter Tables - 42" H

	Qty	Discount Price	Standard Price	Total
4' X 24" TABLE DRAPED (4 SIDES)	_____	x \$153.30	\$199.30	_____
6' X 24" TABLE DRAPED (3 SIDES)	_____	x \$177.90	\$231.30	_____
8' X 24" TABLE DRAPED (3 SIDES)	_____	x \$202.90	\$263.80	_____
4TH SIDE TABLE DRAPE	_____	x \$70.40	\$91.50	_____
4' X 24" TABLE NOT DRAPED	_____	x \$83.50	\$108.60	_____
6' X 24" TABLE NOT DRAPED	_____	x \$93.30	\$121.30	_____
8' X 24" TABLE NOT DRAPED	_____	x \$101.90	\$132.50	_____

Please select Drape Color

- Red White Blue Gold Burgundy
 Black Purple Grey Teal Hunter Green

3. Table Top Risers

	Qty	Discount Price	Standard Price	Total
4' L X 8" W X 8" OR 14"	_____	x \$78.30	\$101.80	_____
6' L X 8" W X 8" OR 14"	_____	x \$98.20	\$127.70	_____
8' L X 8" W X 8" OR 14"	_____	x \$118.00	\$153.40	_____

4. Chairs & Pedestals

	Qty	Discount Price	Standard Price	Total
SIDE CHAIR (PADDED SEAT & BACK)	_____	x \$82.50	\$107.30	_____
ARM CHAIR (PADDED SEAT & BACK)	_____	x \$98.20	\$127.70	_____
STOOL (PADDED SEAT & BACK)	_____	x \$104.80	\$136.20	_____
ROLLING STENO CHAIR	_____	x \$188.70	\$245.30	_____
WHITE PEDESTAL TABLE 30"D X 30"H	_____	x \$221.80	\$288.30	_____
BLACK PEDESTAL TABLE 36"D X 30"H	_____	x \$221.80	\$288.30	_____
WHITE PEDESTAL TABLE 30"D X 42"H	_____	x \$251.90	\$327.50	_____
BLACK PEDESTAL TABLE 36"D X 42"H	_____	x \$251.90	\$327.50	_____

TOTAL \$ _____

Please enter this amount on the "Payment/Charge Authorization" Form

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I. Accessories

	Qty	Discount Price	Standard Price	Total
WASTEBASKET	_____ x	\$35.00	\$45.50	_____
LITERATURE RACK	_____ x	\$228.40	\$296.90	_____
CHROME TRIPOD EASEL	_____ x	\$53.80	\$69.90	_____
CHROME SIGN HOLDER (22" X 28")	_____ x	\$153.80	\$199.90	_____
T-BAR CHROME BAG STAND	_____ x	\$93.30	\$121.30	_____
WATERFALL CHROME BAG STAND	_____ x	\$93.30	\$121.30	_____
ROLLING GARMENT (5'H X 5'L)	_____ x	\$139.10	\$180.80	_____
TICKET TUMBLER (TABLETOP)	_____ x	\$97.70	\$127.00	_____
RETRACTABLE STANCHION (BLACK W/ 7' LENGTH RIBBON)	_____ x	\$130.40	\$169.50	_____
RETRACTABLE STANCHION (ALUMINUM W/ 7' LENGTH RIBBON)	_____ x	\$130.40	\$169.50	_____
CHROME STANCHION (DOES NOT INCLUDE ROPE OR CHAIN)	_____ x	\$74.60	\$97.00	_____
WHITE PLASTIC CHAIN (PER FT.)	_____ x	\$6.40	\$10.50	_____
8' VELOUR ROPE	_____ x	\$55.70	\$72.40	_____
BAR REFRIGERATOR (4 CU. FT.)	_____ x	\$415.10	\$539.60	_____

2. Special Booth Drape

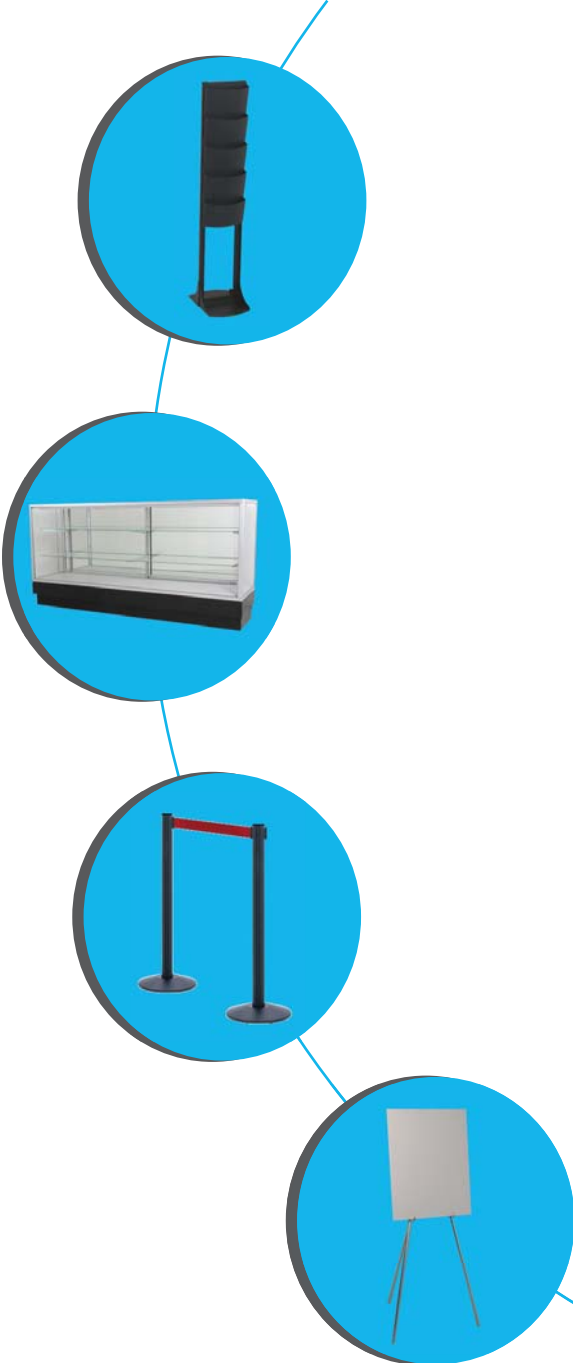
	Qty	Discount Price	Standard Price	Total
36" SIDE RAIL DRAPE (Per FT - 3' FT. MIN)	_____ x	\$17.00	\$22.10	_____
8' BACKWALL DRAPE (Per FT - 3' FT. MIN)	_____ x	\$19.30	\$25.10	_____
8' UPRIGHTS WITH BASE	_____ x	\$24.00	\$31.20	_____
SPREADER BAR	_____ x	\$25.00	\$32.50	_____

Please select Drape Color

- Red
 White
 Blue
 Gold
 Burgundy
 Black
 Purple
 Grey
 Teal
 Hunter Green

TOTAL \$ _____

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Instant Savings!

Save 20% instantly when you order carpet with padding

Designer Carpet is an Upgraded 34 oz. carpet. Price includes Visqueen (200 sq. ft. min.)

1. Standard Carpet

- 10' x 10' CARPET
- 10' x 20' CARPET
- 10' x 30' CARPET
- 10' x 40' CARPET
- 10' x 50' CARPET

Qty	Discount Price	Standard Price	Total
_____ x	\$183.80	\$238.90	_____
_____ x	\$367.50	\$477.80	_____
_____ x	\$551.30	\$716.70	_____
_____ x	\$735.00	\$955.50	_____
_____ x	\$918.60	\$1,194.20	_____

Carpet Cut to Exhibit Size Per Square Foot

_____ Ft. X _____ Ft. = _____ x \$ _____ = \$ _____
(Length) (Width) (Total Sq.Ft.) \$4.10 \$5.30

Please select Carpet Color

- Red Pepper Blue Plum Grey Cloud Charcoal
 Black Navy Burgundy Teal Emerald

2. Designer Plus Plush Carpet

- 10' x 10' PLUSH CARPET (Offered at 200 sq.ft. minimum)
- 10' x 20' PLUSH CARPET
- 10' x 30' PLUSH CARPET
- 10' x 40' PLUSH CARPET
- 10' x 50' PLUSH CARPET

Qty	Discount Price	Standard Price	Total
_____ x	\$988.10	\$1,284.50	_____
_____ x	\$988.10	\$1,284.50	_____
_____ x	\$1,483.70	\$1,928.80	_____
_____ x	\$1,978.20	\$2,571.70	_____
_____ x	\$2,472.80	\$3,214.60	_____

Designer Carpet Cut to Exhibit Size Per Square Foot

_____ Ft. X _____ Ft. = _____ x \$ _____ = \$ _____
(Length) (Width) (Total Sq.Ft.) (200 sq.ft. min) \$4.90 \$6.40

Please select Designer Carpet Color

- Silver Cloud Charcoal Royal Blue Ice Emerald Berry Purple
 Pewter Cobalt Navy Beige Peacock Red Yellow
 Platinum Nu Blue Ivory White Black Burgundy Gold

3. Padding / Visqueen / Tape

- 1/2" FOAM PADDING (Per Square Feet - 100 Sq.Ft. Min)
- 1" DOUBLE FOAM PADDING (Per Square Feet - 100 Sq.Ft. Min)
- VISQUEEN (Per Square Feet)
- DOUBLE FACE TAPE (Per Roll)
- 2" CLEAR TAPE (Per Roll)
- 2" COLOR DUCT TAPE (Per Roll)

Sq. Ft / Qty	Discount Price	Standard Price	Total
_____ x	\$1.60	\$2.10	_____
_____ x	\$2.90	\$3.80	_____
_____ x	\$0.85	\$1.10	_____
_____ x	\$45.40	\$59.00	_____
_____ x	\$27.80	\$36.10	_____
_____ x	\$29.60	\$38.50	_____



Instant Savings!

Carpet & Padding Sub Total	\$ _____
20% Carpet+Padding Discount	- \$ _____
Additional Items	+ \$ _____
TOTAL	\$ _____

Please enter this amount on the "Payment/Charge Authorization" Form



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Our vinyl exhibit flooring creates a modern feel. It's clean, comfortable to stand on and easier on the environment. It's attention-grabbing features will build more foot traffic towards your booth. Our flooring options easily mimic real materials such as hardwood, stone, tile and various synthetic types.

- **125 gauge vinyl material for durability**
- **Rental cost includes installation & removal**
- **Optional polyurethane padding for added comfort**

I. Vinyl Flooring

			Discount Price	Standard Price	Total
Vinyl Cut to Exhibit Size Per Square Foot					
_____ Ft. X _____ Ft. = _____ x \$ _____ = \$ _____			\$10.00	\$13.00	\$ _____
(Length)	(Width)	(Total Sq.Ft.) (100 sq.ft. min)			

Please select Vinyl Color

- Dark Oak Medium Oak Natural Oak Antique Maple Maple
 Maze Rustic White Weathered Wood Blackwood Greywood
 Cherry Chesnut Woodland Ash



2. Padding

			Discount Price	Standard Price	Total
Polyurethane Padding Cut to Exhibit Size Per Square Foot					
_____ Ft. X _____ Ft. = _____ x \$ _____ = \$ _____			\$2.00	\$2.60	\$ _____
(Length)	(Width)	(Total Sq.Ft.) (100 sq.ft. min)			

Items and quantities are subject to availability after the order deadline date.

This product cannot be ordered onsite.

TOTAL \$ _____

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Exhibit Vinyl Flooring Rental Order Form



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Peg Boards are white in color with a 1/8" hole diameter.

Panels can be assembled vertically to create an enclosure.

Bulletin Boards are black frame with grey fabric for use with velcro or push pins.

Art Wall Panels are white upson panels for use with push pins. Special Colors available and quoted upon request.

Panels can be assembled vertically to create an enclosure.

Order multiple grid panels to create a connected series! OR Order grid panels with feet to create a single free standing panel.

Display labor charges apply for 4 or more grids connected in a series.

1. Peg Board Panels

Qty	Discount Price	Standard Price	Total
_____ x	\$127.10	\$165.40	_____
_____ x	\$187.40	\$243.60	_____
_____ x	\$202.10	\$262.80	_____
_____ x	\$290.10	\$377.30	_____

2. Bulletin Boards

Qty	Discount Price	Standard Price	Total
_____ x	\$301.10	\$391.60	_____



3. Art Wall Panels

Qty	Discount Price	Standard Price	Total
_____ x	\$133.60	\$174.00	_____
_____ x	\$188.20	\$244.90	_____
_____ x	\$212.30	\$276.20	_____
_____ x	\$304.70	\$396.00	_____





4. Grid Panels

Qty	Discount Price	Standard Price	Total
_____ x	\$77.00	\$99.40	_____
_____ x	\$86.00	\$112.00	_____
_____ x	\$98.60	\$121.80	_____
_____ x	\$107.60	\$139.70	_____

Arms

12" Straight Arm 	_____ x \$21.60	\$28.50	_____
16" Angled Arm 	_____ x \$21.60	\$28.50	_____

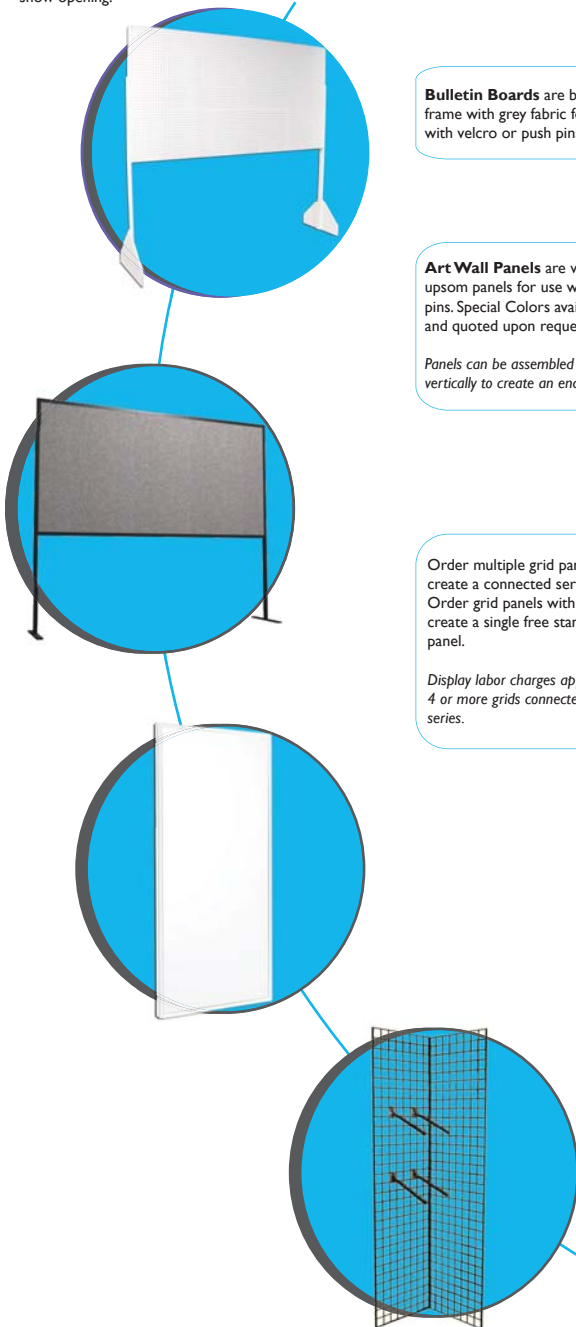
5. Hardware

Straight Hook 	_____ x \$2.70	\$3.50	_____
6" Double Hook 	_____ x \$4.50	\$5.90	_____
6" Single Hook 	_____ x \$4.10	\$5.30	_____
Loop Hook 	_____ x \$2.70	\$3.50	_____

Please use the page following this form to indicate your desired layout for the panel(s) to be arranged within your booth.

TOTAL \$ _____

Please enter this amount on the "Payment/Charge Authorization" Form



Display Panels Rental Order Form



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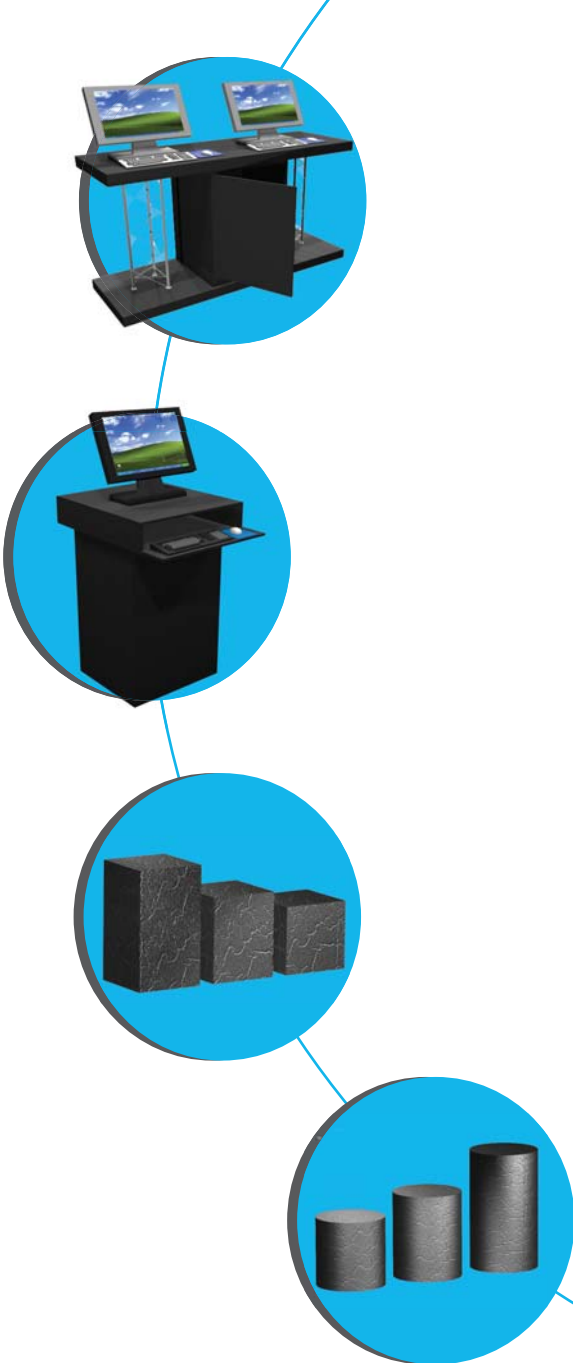
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1. Computer Kiosk

	Qty	Discount Price	Standard Price	Total
27" x 30" x 42" Black Laminate (with Locking CPU Compartment)	_____	x \$329.40	\$428.30	_____
24" x 72" x 42" Black Laminate (with Locking CPU Compartment)	_____	x \$516.10	\$670.90	_____

2. Square Display Pedestal

	Qty	Discount Price	Standard Price	Total
24" x 24" x 42" Black Laminate	_____	x \$344.80	\$448.40	_____
24" x 24" x 32" Black Laminate	_____	x \$330.80	\$430.00	_____
24" x 24" x 24" Black Laminate	_____	x \$316.70	\$411.90	_____

3. Round Display Pedestal

	Qty	Discount Price	Standard Price	Total
24" x 24" x 42" Black Laminate	_____	x \$344.80	\$448.40	_____
24" x 24" x 32" Black Laminate	_____	x \$330.80	\$430.00	_____
24" x 24" x 24" Black Laminate	_____	x \$316.70	\$411.90	_____

Custom Colors available for Pedestals upon request. Please call Customer Service.

TOTAL \$ _____

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Make your brand stand out. From a table-top unit to a 20x20 booth and everything in between, Blaine has what you need to save time and money. Our custom exhibits will give your company a professional look and will ensure a hassle-free experience. For an elevated look, consider upgrading to premium flooring and adding Prestige Furniture. All exhibit units includes rental, delivery, installation/dismantle labor, graphic header, lighting and standard carpet. Additional back wall graphic panels, counter graphic panels and carpet padding are not included in price. Please contact Blaine for pricing at (714) 522-8270 or exhibitor@blainesvs.com.

510
 10' x 10'
 Table Top
 \$662.80



*Electrical not included

511
 10' x 10'
 Curved Exhibit
 \$1,300.20



*Electrical not included

512
 10' x 10'
 3 Shelves
 \$1,415.30



*Electrical not included

**10 x 10
 Standard
 Exhibit
 Designs**

513
 10' x 10'
 Curved Backwall
 \$1,937.60



*Electrical, furniture & TV not included

514
 10' x 10'
 2 Stations
 \$3,282.80



*Electrical & furniture not included

515
 10' x 10'
 Curved Corner Booth
 \$1,441.40



*Electrical not included

516
 10' x 10'
 Long Counter w/ Shelves
 \$1,356.80



*Electrical & furniture not included

517
 10' x 10'
 Curved Columns
 \$912.90



*Electrical not included

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520
 10' x 20'
 1 Counter / 2 Shelves
 \$2,439.20



*Electrical not included

521
 10' x 20'
 Curved Counters
 \$2,859.00



*Electrical not included

522
 10' x 20'
 2 Counters
 \$2,293.90



*Electrical not included

**Large
 Standard
 Exhibit
 Designs**

523
 10' x 20'
 Sectional Backwall
 \$3,033.10



*Electrical, furniture & TV not included

524
 10' x 20'
 1 Counter / 1 Curved Counter
 \$2,386.60



*Electrical & TV not included

525
 10' x 20'
 Tablet Stations
 \$3,905.30



*Electrical, furniture & tablets not included

540
 20' x 20'
 Counter & Storage
 \$11,844.90



*Electrical & furniture not included

541
 20' x 20'
 Counters / Stations
 \$11,410.00



*Electrical & furniture not included

Exhibitor: _____ Booth: _____
 Address: _____ Phone: _____
 City/ST/Zip: _____ Fax: _____
 Authorized by: _____ Email: _____

I. Custom Display

Display # _____ \$ _____

Please select Display or Cabinet / Counter Panel Color:

- Graphics (additional cost - contact Blaine for pricing)
- White
- Blue
- Grey
- Black
- Custom - Blaine can provide a variety of colors and materials. Contact Blaine for pricing.

Please select Carpet Color for Custom Display:

Rental includes a standard, quality carpet

- Red
- Black
- Teal
- Blue
- Burgundy
- Purple
- Gold
- Grey
- Hunter Green

Elevate your look!
 Add carpet padding or upgrade your flooring.
 Contact Blaine for pricing.

Blaine will provide a standard black and white vinyl header at no charge. Please specify below exactly how you would like this to appear:

- Please check here if you would like Blaine to contact regarding a custom header

Suggestions for Easier Exhibiting:

- Remember to place your order in advance to save time and money.
- Remember to order electrical power on the electrical order form if you are ordering lighting or audio/visual equipment.
- Remember to order vacuuming or other cleaning for your exhibit.
- Consider ordering Floral to enhance your exhibit.
- Refer to the Material and Handling forms for address labels and other important information to make your shipping needs efficient.
- Remember to call your Blaine Exhibitor Representative with any questions or if you need any assistance with your forms.

Late Orders & Cancellation Policy

- Order received 14 days or less prior to move-in will be charged an additional 30%.
- Cancellation of a confirmed order 14 days or less prior to move in will be charged 30% fee.
- Any ordered item cancelled after move-in begins will be charged 100%.
- Any ordered custom panels or graphics cancelled after start of construction will be charged 100%.

Equipment Damage

Blaine makes every effort to ensure the equipment used to construct your booth or custom unit is clean and damage-free, providing you that professional look. Artwork or other lightweight items may be attached to your custom unit using 3M double-sided Velcro or tape. However, any damage requiring replacement or repair will be charged to the exhibitor. In addition, any alterations made to the custom unit by the exhibitor without prior approval or notification to Blaine may be considered damages and billed to the exhibitor accordingly.

2. Shelves / Gondolas

	Qty	Price	Total
12" Deep x 1 Meter Straight Shelf	_____	x \$72.40	_____
12" Deep x 1 Meter Angled Shelf	_____	x \$92.20	_____
12" Deep x 1 Meter x 5' One-Sided Gondola	_____	x \$258.10	_____
12" Deep x 1 Meter x 5' Two-Sided Gondola	_____	x \$331.80	_____



3. Cabinets / Counters

(Select panel color in Column 1)

	Qty	Price	Total
1 Meter x 1/2 Meter Choose: 36"HT 42"HT	_____	x \$420.30	_____
2 Meter x 1/2 Meter Choose: 36"HT 42"HT	_____	x \$589.80	_____
1 Meter Radius Choose: 36"HT 42"HT	_____	x \$626.70	_____



4. Light Fixtures (Electricity Not Included)

	Qty	Price	Total
Clip On Light (75 watt)	_____	x \$48.90	_____
Stem Light (75 watt halogen)	_____	x \$103.90	_____
Track Light (300 watt)	_____	x \$280.20	_____
4' Fluorescent Fixture	_____	x \$70.70	_____
6' Fluorescent Fixture	_____	x \$109.30	_____
8' Fluorescent Fixture	_____	x \$137.40	_____



5. Light Boxes

	Qty	Price	Total
1 Meter x 8' High Max (Plexiglass, Electrical Service and mounting of duratran not included)	_____	x \$539.60	_____



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I. Premier Collection

	Qty	Discount Price	Standard Price	Total
NAPLES - Black Vinyl				
NPLCHP Naples Chair, Powered	_____ x	\$637.50	\$828.80	_____
NPLLOP Naples Loveseat, Powered	_____ x	\$831.30	\$1,080.70	_____
NPLSOP Naples Sofa, Powered	_____ x	\$1,011.30	\$1,314.70	_____
NPLCHR Naples Chair	_____ x	\$598.80	\$778.40	_____
NPLLOV Naples Loveseat	_____ x	\$718.80	\$934.40	_____
NPLSOF Naples Sofa	_____ x	\$862.50	\$1,121.30	_____
ROMA - White Vinyl				
CHRPWR Roma Chair, Powered	_____ x	\$643.80	\$836.90	_____
SFAPWR Roma Sofa, Powered	_____ x	\$1,031.30	\$1,340.70	_____
BAJA - White Vinyl				
BCHWHT Baja Chair	_____ x	\$543.80	\$706.90	_____
BLVWHT Baja Loveseat	_____ x	\$800.00	\$1,040.00	_____
BSFWHT Baja Sofa	_____ x	\$868.80	\$1,129.40	_____
ALLEGRO - Blue Fabric				
CHR002 Allegro Chair	_____ x	\$506.30	\$658.20	_____
SFA002 Allegro Sofa	_____ x	\$718.80	\$934.40	_____
KEY LARGO - Black Fabric				
KEYCHR Key Largo Chair	_____ x	\$318.80	\$414.40	_____
KEYLOV Key Largo Loveseat	_____ x	\$373.80	\$485.90	_____
KEYSOF Key Largo Sofa	_____ x	\$493.80	\$641.90	_____
TANGIERS - Beige Textured				
TANCHR Tangiers Chair	_____ x	\$418.80	\$544.40	_____
TANSOF Tangiers Sofa	_____ x	\$781.30	\$1,015.70	_____
TANLOV Tangiers Loveseat	_____ x	\$668.80	\$869.40	_____
FAIRFAX- White Vinyl				
FAIRCW Fairfax Chair	_____ x	\$356.30	\$463.20	_____
FAIRSW Fairfax Sofa	_____ x	\$500.00	\$650.00	_____
MUNICH - Gray Fabric				
MNCHSC Munich 3 pc Sectional	_____ x	\$1,800.00	\$2,340.00	_____
MNCHCC Munich Corner Chair	_____ x	\$550.00	\$715.00	_____
MNCHCH Munich Armless Chair	_____ x	\$456.30	\$593.20	_____
MNCHLV Munich Armless Loveseat	_____ x	\$806.30	\$1,048.20	_____

2. Banquettes

	Qty	Discount Price	Standard Price	Total
BNQTL7 Center Cone, Powered	_____ x	\$718.80	\$934.40	_____
BNQ417 Full Banquette, Powered	_____ x	\$1,243.80	\$1,616.90	_____
BNQR17 Ottoman Ring, White Vinyl	_____ x	\$1,500.00	\$1,950.00	_____
BNQ7 Quarter Curve Ottoman	_____ x	\$493.80	\$641.90	_____

3. Group Seating

	Qty	Discount Price	Standard Price	Total
LMCHR Laguna Chair, Maple/Chrome	_____ x	\$143.80	\$186.90	_____
MALGRY Malba Chair, Gray	_____ x	\$111.30	\$144.70	_____
MALGRN Malba Chair, Green	_____ x	\$111.30	\$144.70	_____
CS4 Syntax Chair, Black/Chrome	_____ x	\$206.30	\$268.20	_____
ZENCHR Zenith Chair, White/Chrome	_____ x	\$168.80	\$219.40	_____
RSTDIN Rustique Chair w/ Arms, Gunmetal	_____ x	\$148.80	\$193.40	_____
DUET Duet Chair, Black/Chrome	_____ x	\$75.00	\$97.50	_____
CS8 Berlin Chair, Black/White	_____ x	\$131.30	\$170.70	_____
LUCHCL Lucent Chair, Frosted Acrylic	_____ x	\$181.30	\$235.70	_____
XCHR Christopher Chair, White/Chrome	_____ x	\$112.50	\$146.30	_____
SCI0 Razor Armless Chair, White	_____ x	\$86.30	\$112.20	_____
SC3 Brewer Chair, Onyx/Black	_____ x	\$173.80	\$225.90	_____
BLDCRD Blade Chair, Red	_____ x	\$68.80	\$89.40	_____
BLDCSB Blade Chair, Sky Blue	_____ x	\$68.80	\$89.40	_____
MARCBE Marina Chair, Ocena Blue Fabric	_____ x	\$148.80	\$193.40	_____
MARCBK Marina Chair, Black Vinyl	_____ x	\$148.80	\$193.40	_____
MARCBR Marina Chair, Brown Fabric	_____ x	\$148.80	\$193.40	_____
MARCRD Marina Chair, Red Fabric	_____ x	\$148.80	\$193.40	_____
MARCWH Marina Chair, White Vinyl	_____ x	\$148.80	\$193.40	_____

4. Executive Chairs

	Qty	Discount Price	Standard Price	Total
PROEXE Pro Executive High Back, White	_____ x	\$375.00	\$487.50	_____
PROEXB Pro Executive High Back, Black	_____ x	\$375.00	\$487.50	_____
PROGB Pro Executive Guest, Black	_____ x	\$262.50	\$341.30	_____
PROMID Pro Executive Mid Back, White	_____ x	\$243.80	\$316.90	_____
PROMDB Pro Executive Mid Back, Black	_____ x	\$243.80	\$316.90	_____
TASKST Task Stool, Black Fabric	_____ x	\$148.80	\$193.40	_____

5. Barstools

	Qty	Discount Price	Standard Price	Total
LMBAR Laguna Barstool, Maple/Chrome	_____ x	\$181.30	\$235.70	_____
BSR Syntax Barstool, Black/Chrome	_____ x	\$223.80	\$290.90	_____
ZENBAR Zenith Barstool, White/Chrome	_____ x	\$187.50	\$243.80	_____
APS08 Apex Barstool, Black Vinyl	_____ x	\$231.30	\$300.70	_____
APS59 Apex Barstool, Red Vinyl	_____ x	\$231.30	\$300.70	_____
APS75 Apex Barstool, White Vinyl	_____ x	\$231.30	\$300.70	_____
APS12 Apex Barstool, Blue Ultra Suede	_____ x	\$231.30	\$300.70	_____
BSS Banana Barstool, Black	_____ x	\$256.30	\$333.20	_____
BST Banana Barstool, White	_____ x	\$256.30	\$333.20	_____
BS001 Shark Barstool, White	_____ x	\$331.30	\$430.70	_____
BS002 Zoey Barstool, White	_____ x	\$300.00	\$390.00	_____
BS003 Zoey Barstool, Black	_____ x	\$300.00	\$390.00	_____
BSC Oslo Barstool, White	_____ x	\$268.80	\$349.40	_____
RSTSTL Rustique Barstool, Gunmetal	_____ x	\$136.30	\$177.20	_____
XBAR Christopher Barstool, White	_____ x	\$200.00	\$260.00	_____
ROLLGY Lift Barstool, Gray Vinyl	_____ x	\$218.80	\$284.40	_____
ROLLRD Lift Barstool, Red Vinyl	_____ x	\$218.80	\$284.40	_____
ROLLVWH Lift Barstool, White Vinyl	_____ x	\$218.80	\$284.40	_____
ROLLBL Lift Barstool, Black Vinyl	_____ x	\$218.80	\$284.40	_____
BLDBRD Blade Barstool, Red	_____ x	\$131.30	\$170.70	_____
BLDBSB Blade Barstool, Sky Blue	_____ x	\$131.30	\$170.70	_____
LUBSCL Lucent Barstool, Frosted Acrylic	_____ x	\$261.30	\$339.70	_____



Prestige Furniture pricing continued on next page



MBOD 2020
Job # 200329

Discount Deadline Date March 17, 2020

114 S. Berry Street, Brea, CA 92821
Phone: 714.522.8270
Fax: 714.522.8271
information@blainesvs.com
www.blainesvs.com

Exhibitor: _____ Booth: _____
Address: _____ Phone: _____
City/ST/Zip: _____ Fax: _____
Authorized by: _____ Email: _____

Payment Policy: All invoices must be settled at our service desk prior to the closing of the show. For your convenience, we accept MasterCard, American Express and Visa credit cards. Absolutely no credits will be issued after the closing date of the show. **Important:** To obtain discount prices, payment must be received in full by the published "order deadline date." All orders must be received no later than ten (10) working days prior to the show opening.

6. Accent Chairs

	Qty	Discount Price	Standard Price	Total
OCB Key West Tub Chair, Black	_____ x	\$411.30	\$534.70	_____
WENCHAWentworth Chair	_____ x	\$331.30	\$430.70	_____
SWAN Swanson Swivel Chair, White	_____ x	\$368.80	\$479.40	_____
BCW Madrid Chair, White	_____ x	\$661.30	\$859.70	_____
LABREA La Brea Swivel Chair, Charcoal	_____ x	\$425.00	\$552.50	_____
OCMESP Meeting Chair, Espresso	_____ x	\$287.50	\$373.80	_____
OCMTAU Meeting Chair, Taupe	_____ x	\$287.50	\$373.80	_____
OCMWHT Meeting Chair, White	_____ x	\$287.50	\$373.80	_____

8. Ventura Communal Tables

	Qty	Discount Price	Standard Price	Total
VNTCWN Café Table, White Top, Silver Frame	_____ x	\$523.80	\$680.90	_____
VNTCMN Café Table, Maple Top, Silver Frame	_____ x	\$523.80	\$680.90	_____
VNTCBN Café Table, Black Top, Silver Frame	_____ x	\$523.80	\$680.90	_____
VNTBWW Bar Table, Grommet Holes, White	_____ x	\$662.50	\$861.30	_____
VNTBMW Bar Table, Grommet Holes, Maple	_____ x	\$662.50	\$861.30	_____
VNTCMW Café Table, Grommet Holes, White	_____ x	\$523.80	\$680.90	_____
VNTCWW Café Table, Grommet Holes, Maple	_____ x	\$523.80	\$680.90	_____

7. Ottomans

WHT12 Half Bench Ottoman, White	_____ x	\$373.80	\$485.90	_____
END01B Endless Curved Ottoman, Black	_____ x	\$431.30	\$560.70	_____
END01W Endless Curved Ottoman, White	_____ x	\$431.30	\$560.70	_____
END02B Endless Square Ottoman, Black	_____ x	\$368.80	\$479.40	_____
END02W Endless Square Ottoman, White	_____ x	\$368.80	\$479.40	_____
CUBL20 Edge LED Cube, White Plastic	_____ x	\$186.30	\$242.20	_____

9. Conference Tables

MADC05 Madison 5' Table, Gray Acajou	_____ x	\$468.80	\$609.40	_____
MADC08 Madison 8' Table, Gray Acajou	_____ x	\$931.30	\$1,210.70	_____
MADC10 Madison 10' Table, Gray Acajou	_____ x	\$931.30	\$1,210.70	_____
CB8 42" Round, Madison Gray Acajou	_____ x	\$393.80	\$511.90	_____
CONF42 42" Round, White Laminate	_____ x	\$393.80	\$511.90	_____
CB1 42" Round, Graphite Nebula	_____ x	\$393.80	\$511.90	_____
CE1 Geo Table Rounded, Chrome	_____ x	\$331.30	\$430.70	_____
CF1 Geo Table Rounded, Black	_____ x	\$331.30	\$430.70	_____
CE2 Geo Table Rectangular, Chrome	_____ x	\$462.50	\$601.30	_____
CF2 Geo Table Rectangular, Black	_____ x	\$462.50	\$601.30	_____
CB2 6' Rounded Table, Graphite Nebula	_____ x	\$475.00	\$617.50	_____
CB3 8' Rounded Table, Graphite Nebula	_____ x	\$556.30	\$723.20	_____
CT06GR 6' Rectangular Table, Granite	_____ x	\$487.50	\$633.80	_____
C508GR 8' Rectangular Table, Granite	_____ x	\$556.30	\$723.20	_____
CT10GR 10' Rectangular Table, Granite	_____ x	\$837.50	\$1,088.80	_____
MERLIN Merlin Multi Use Table, Gray/Black	_____ x	\$356.30	\$463.20	_____
WD3 Work Table, White Laminate	_____ x	\$343.80	\$446.90	_____
36ATO Atomic 36" Round Table, Glass Top	_____ x	\$312.50	\$406.30	_____
42ATO Atomic 42" Round Table, Glass Top	_____ x	\$312.50	\$406.30	_____

VIBE CUBES - Waterproof Vinyl

VIB09 Vibe Cube Ottoman, White	_____ x	\$143.80	\$186.90	_____
VIB10 Vibe Cube Ottoman, Black	_____ x	\$143.80	\$186.90	_____
VIB01 Vibe Cube Ottoman, Green	_____ x	\$143.80	\$186.90	_____
VIB02 Vibe Cube Ottoman, Blue	_____ x	\$143.80	\$186.90	_____
VIB04 Vibe Cube Ottoman, Red	_____ x	\$143.80	\$186.90	_____
VIB05 Vibe Cube Ottoman, Yellow	_____ x	\$143.80	\$186.90	_____
VIB06 Vibe Cube Ottoman, Gold/Bronze	_____ x	\$143.80	\$186.90	_____
VIB08 Vibe Cube Ottoman, Orange	_____ x	\$143.80	\$186.90	_____
VIB11 Vibe Cube Ottoman, Steel Blue	_____ x	\$143.80	\$186.90	_____
VIB12 Vibe Cube Ottoman, Silver	_____ x	\$143.80	\$186.90	_____
VIB13 Vibe Cube Ottoman, Purple	_____ x	\$143.80	\$186.90	_____

MARCHE SWIVEL

MAR001 Marche Swivel Ottoman, White	_____ x	\$193.80	\$251.90	_____
MAR002 Marche Swivel Ottoman, Gray	_____ x	\$193.80	\$251.90	_____
MAR003 Marche Swivel Ottoman, Linen	_____ x	\$193.80	\$251.90	_____
MAR004 Marche Swivel Ottoman, Raspberry	_____ x	\$193.80	\$251.90	_____
MAR005 Marche Swivel Ottoman, Red	_____ x	\$193.80	\$251.90	_____
MAR006 Marche Swivel Ottoman, Rose Quartz	_____ x	\$193.80	\$251.90	_____
MAR007 Marche Swivel Ottoman, Plum	_____ x	\$193.80	\$251.90	_____
MAR008 Marche Swivel Ottoman, Meadow Green	_____ x	\$193.80	\$251.90	_____
MAR009 Marche Swivel Ottoman, Pear Yellow	_____ x	\$193.80	\$251.90	_____
MAR010 Marche Swivel Ottoman, Blue	_____ x	\$193.80	\$251.90	_____
MAR011 Marche Swivel Ottoman, Orange	_____ x	\$193.80	\$251.90	_____

Beverly Bench

BVLYBK Beverly Bench Ottoman, Black Vinyl	_____ x	\$393.80	\$511.90	_____
BVLYBN Beverly Bench Ottoman, Brown	_____ x	\$393.80	\$511.90	_____
BVLYGR Beverly Bench Ottoman, Gray	_____ x	\$393.80	\$511.90	_____
BVLYLN Beverly Bench Ottoman, Linen	_____ x	\$393.80	\$511.90	_____
BVLYOB Beverly Bench Ottoman, Ocean Blue	_____ x	\$393.80	\$511.90	_____
BVLYRD Beverly Bench Ottoman, Red	_____ x	\$393.80	\$511.90	_____
BVLYWH Beverly Bench Ottoman, White Vinyl	_____ x	\$393.80	\$511.90	_____

8. Ventura Communal Tables

VNTWHT Powered Bar Table, White,	_____ x	\$768.80	\$999.40	_____
VNTBLK Powered Bar Table, Black	_____ x	\$768.80	\$999.40	_____
VNTCBK Powered Café Table, Black	_____ x	\$593.80	\$771.90	_____
VNTCWH Powered Café Table, White	_____ x	\$593.80	\$771.90	_____
VNTWNP Bar Table, White Top, Silver Frame	_____ x	\$662.50	\$861.30	_____
VNTMNP Bar Table, Maple Top, Silver Frame	_____ x	\$662.50	\$861.30	_____
VNTBNP Bar Table, Black Top, Silver Frame	_____ x	\$662.50	\$861.30	_____

10. Accent Tables

ALC100 Alondra Cocktail Table, Glass	_____ x	\$337.50	\$438.80	_____
ALC200 Alondra Cocktail Table, Wood	_____ x	\$337.50	\$438.80	_____
ALE100 Alondra End Table, Glass	_____ x	\$243.80	\$316.90	_____
ALE200 Alondra End Table, Wood	_____ x	\$243.80	\$316.90	_____
CIC Geo Cocktail Table, Glass/Chrome	_____ x	\$286.30	\$372.20	_____
CIFWB Geo Cocktail Table, Wood/Black	_____ x	\$286.30	\$372.20	_____
EIC Geo End Table, Glass/Chrome	_____ x	\$256.30	\$333.20	_____
EIFWB Geo End Table, Wood/Black	_____ x	\$256.30	\$333.20	_____
CIWP Sydney, Powered, White	_____ x	\$368.80	\$479.40	_____
CIYP Sydney, Powered, Black	_____ x	\$368.80	\$479.40	_____
CIW Sydney, White/Brushed Steel	_____ x	\$293.80	\$381.90	_____
CIY Sydney, Black/Brushed Steel	_____ x	\$293.80	\$381.90	_____
EIW Sydney End Table, White	_____ x	\$256.30	\$333.20	_____
EIY Sydney End Table, Black	_____ x	\$256.30	\$333.20	_____
SYDBEE Sydney End Table, Blue	_____ x	\$256.30	\$333.20	_____
SYDWDE Sydney End Table, Wood	_____ x	\$256.30	\$333.20	_____
SYDBEC Sydney Cocktail Table, Blue	_____ x	\$293.80	\$381.90	_____
SYDWDE Sydney Cocktail Table, Wood	_____ x	\$293.80	\$381.90	_____
CIE Silverado Cocktail, Glass/Chrome	_____ x	\$293.80	\$381.90	_____
EIE Silverado End Table, Glass/Chrome	_____ x	\$268.80	\$349.40	_____
REGBEN Regis Bench/Table, Brushed Metal	_____ x	\$300.00	\$390.00	_____
REGOTT Regis End Table, Brushed Metal	_____ x	\$211.30	\$274.70	_____
TMBTBL Timber Table, Wood	_____ x	\$181.30	\$235.70	_____
ETBL E Table, Wood	_____ x	\$187.50	\$243.80	_____
AURA Aura Round Table, White Metal	_____ x	\$150.00	\$195.00	_____
CUBTBL Edge LED Cube Table, White	_____ x	\$186.30	\$242.20	_____
CUBPOW Wireless Charging Table, Powered	_____ x	\$443.80	\$576.90	_____
RSTSQT Rustique Square Metal Bar Table	_____ x	\$268.80	\$349.40	_____

Prestige Furniture pricing continued on next page

It is the responsibility of the exhibitor to advise the Blaine Service Center representative of any problem with their order and to check their invoice for accuracy prior to payment at show site. Orders cancelled after delivery to your booth **will not be refunded. Absolutely no credits will be issued after the close of the show.**
Dept. 48-3

Prestige Furniture Order Form

114 S. Berry Street, Brea, CA 92821
 Phone: 714.522.8270
 Fax: 714.522.8271
 information@blainesvs.com
 www.blainesvs.com

Exhibitor: _____ Booth: _____
 Address: _____ Phone: _____
 City/ST/Zip: _____ Fax: _____
 Authorized by: _____ Email: _____

Payment Policy: All invoices must be settled at our service desk prior to the closing of the show. For your convenience, we accept MasterCard, American Express and Visa credit cards. Absolutely no credits will be issued after the closing date of the show. **Important:** To obtain discount prices, payment must be received in full by the published "order deadline date." All orders must be received no later than ten (10) working days prior to the show opening.

11. Bar Tables

STANDARD BLACK BASE (42"H)

	Qty	Discount Price	Standard Price	Total
VTJ 30" Round, Graphite Nebula Top	_____ x	\$256.30	\$333.20	_____
30BEBB 30" Round, Blue	_____ x	\$256.30	\$333.20	_____
30WH42 30" Round, White Laminate Top	_____ x	\$256.30	\$333.20	_____
VTK 30" Round, Maple Top	_____ x	\$256.30	\$333.20	_____
VTB 30" Round, Brushed Red Top	_____ x	\$256.30	\$333.20	_____
VTA 30" Round, Madison Gray Top	_____ x	\$250.00	\$325.00	_____
30WDBB 30" Round, Wood	_____ x	\$256.30	\$333.20	_____
VTN 36" Round, Graphite Nebula Top	_____ x	\$275.00	\$357.50	_____
VTP 36" Round, Maple Top	_____ x	\$275.00	\$357.50	_____
VTW 36" Round, White Laminate Top	_____ x	\$275.00	\$357.50	_____

HYDRAULIC CHROME BASE (45"H)

30GRHB 30" Round, Graphite Nebula Top	_____ x	\$337.50	\$438.80	_____
30BEHB 30" Round, Blue	_____ x	\$312.50	\$406.30	_____
30WHHB 30" Round, White Laminate Top	_____ x	\$312.50	\$406.30	_____
30MTHB 30" Round, Maple Top	_____ x	\$312.50	\$406.30	_____
30BRHB 30" Round, Brushed Red Top	_____ x	\$312.50	\$406.30	_____
30MAHB 30" Round, Madison Gray Top	_____ x	\$298.80	\$388.40	_____
30WDHB 30" Round, Wood	_____ x	\$312.50	\$406.30	_____
36GRHB 36" Round, Graphite Nebula Top	_____ x	\$312.50	\$406.30	_____
36MTHB 36" Round, Maple Top	_____ x	\$337.50	\$438.80	_____
36WTHB 36" Round, White Laminate Top	_____ x	\$337.50	\$438.80	_____

12. Café Tables

STANDARD BLACK BASE (29"H)

	Qty	Discount Price	Standard Price	Total
ZTJ 30" Round, Graphite Nebula Top	_____ x	\$231.30	\$300.70	_____
30BEBB 30" Round, Blue	_____ x	\$231.30	\$300.70	_____
30WH29 30" Round, White Laminate Top	_____ x	\$231.30	\$300.70	_____
ZTK 30" Round, Maple Top	_____ x	\$231.30	\$300.70	_____
ZTB 30" Round, Brushed Red Top	_____ x	\$231.30	\$300.70	_____
ZTA 30" Round, Madison Gray Top	_____ x	\$223.80	\$290.90	_____
30WDBC 30" Round, Wood	_____ x	\$231.30	\$300.70	_____
ZTN 36" Round, Graphite Nebula Top	_____ x	\$248.80	\$323.40	_____
ZTP 36" Round, Maple Top	_____ x	\$248.80	\$323.40	_____
ZTQ 36" Round, White Laminate Top	_____ x	\$248.80	\$323.40	_____

HYDRAULIC CHROME BASE (29"H)

30GRHC 30" Round, Graphite Nebula Top	_____ x	\$312.50	\$406.30	_____
30BEHC 30" Round, Blue	_____ x	\$312.50	\$406.30	_____
30WHHC 30" Round, White Laminate Top	_____ x	\$312.50	\$406.30	_____
30MTHC 30" Round, Maple Top	_____ x	\$312.50	\$406.30	_____
30BRHC 30" Round, Brushed Red Top	_____ x	\$312.50	\$406.30	_____
30MAHC 30" Round, Madison Gray Top	_____ x	\$298.80	\$388.40	_____
30WDHC 30" Round, Wood	_____ x	\$312.50	\$406.30	_____
36GRHC 36" Round, Graphite Nebula Top	_____ x	\$337.50	\$438.80	_____
36MTHC 36" Round, Maple Top	_____ x	\$337.50	\$438.80	_____
36WTHC 36" Round, White Laminate Top	_____ x	\$337.50	\$438.80	_____

13. Bars

MTBLPI Midtown Bar, Lighted w/ Plug In	_____ x	\$1,518.80	\$1,974.40	_____
MTBUUL Midtown Bar, Unlighted	_____ x	\$1,423.80	\$1,850.90	_____
MTCLPI Midtown Powered Counter Lighted	_____ x	\$1,518.80	\$1,974.40	_____
MTCPUL Midtown Powered Counter Unlighted	_____ x	\$1,431.30	\$1,860.70	_____

14. Office & Product Display

JD8 Madison Executive Desk, Gray	_____ x	\$586.30	\$762.20	_____
CR8 Madison Credenza, Gray	_____ x	\$511.30	\$664.70	_____
BC8 Madison Bookcase, Gray	_____ x	\$436.30	\$567.20	_____
TECH3B Powered Tech Desk w/ Cabinet	_____ x	\$573.80	\$745.90	_____
TECH Powered Tech Desk, Black	_____ x	\$468.80	\$609.40	_____
TECH3 3 Drawer File Cabinet on Castors	_____ x	\$150.00	\$195.00	_____
PDL36B 36"H Powered Locking, Black	_____ x	\$518.80	\$674.40	_____
PDL42B 42"H Powered Locking, Black	_____ x	\$618.80	\$804.40	_____
PDL36W 36"H Powered Locking, White	_____ x	\$518.80	\$674.40	_____
PDL42W 42"H Powered Locking, White	_____ x	\$618.80	\$804.40	_____
PSHCCS Posh Shelving, Chrome, Acrylic	_____ x	\$498.80	\$648.40	_____

15. Greenery

HDG4FT Boxwood Hedge, 4'	_____ x	\$448.80	\$583.40	_____
HDG7FT Boxwood Hedge, 7'	_____ x	\$736.30	\$957.20	_____

16. Lighting

LA14 Mason Table Lamp, Brushed Silver	_____ x	\$150.00	\$195.00	_____
LA15 Mason Floor Lamp, Brushed Silver	_____ x	\$225.00	\$292.50	_____

TOTAL \$ _____

Please enter this amount on the "Payment/Charge Authorization" Form

Connect In Style



REGOT

REGBE

Exhibitor: _____ Booth: _____
 Address: _____ Phone: _____
 City/ST/Zip: _____ Fax: _____
 Authorized by: _____ Email: _____

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Vacuuming of rugs, washing of floor tile, sweeping of booths and emptying of wastebaskets are not included in your space rental for this convention. To insure your booth is show ready, please order cleaning services.

NOTE: BLAINE CONVENTION SERVICES, INC. is the exclusive cleaning contractor. No other cleaning services contractor will be allowed on the exhibit floor, including exhibitor appointed contractors.

NOTE: There will be an additional charge for cleaning carpets that are subject to excessive wear and tear such as wood or metal shavings generated by demonstration in the booth or floor sampling.

Vacuuming of Booth includes emptying of wastebasket.



I. Cleaning

	Discount Price	Standard Price
<input type="checkbox"/> Vacuuming Booth Carpet - Daily (100 sq.ft. min)	\$0.50 sq.ft.	\$0.60 sq.ft.
<input type="checkbox"/> Vacuuming Booth Carpet - Daily (over 1000 sq.ft.)	\$0.40 sq.ft.	\$0.55 sq.ft.
<input type="checkbox"/> Shampoo Carpet - One Time Only	\$0.85 sq.ft.	\$1.15 sq.ft.
<input type="checkbox"/> Damp Mop Only	\$0.55 sq.ft.	\$0.70 sq.ft.

All rates based on gross booth area (100 sq.ft. minimum)

_____ Ft. X _____ Ft. = _____ x \$ _____ x _____ = \$ _____
 Length Width Total Sq.Ft. Price per Sq.ft. # of Days Total

For One-Time Service only, please specify show date: ____/____/____

2. Porter Service (Trash Removal and Emptying Wastebaskets)

	Discount Price	Standard Price
<input type="checkbox"/> Periodic Porter Service (2 hour intervals during show hours)	\$146.50	\$161.20
_____ X _____ = \$ _____ Rate # of Days Total		
<input type="checkbox"/> Full Time Porter Service (M-F 8:00 am - 4:30 pm - 4 hour daily min)	\$52.10	\$57.30
_____ X _____ X _____ = \$ _____ Rate # of Hours # of Days Total		
<input type="checkbox"/> Full Time Porter Service (M-F after 4:30 pm, Sat/Sun/Holidays - 4 hour daily min)	\$67.00	\$73.70
_____ X _____ X _____ = \$ _____ Rate # of Hours # of Days Total		

Please specify dates for Porter Service: ____/____/____ - ____/____/____

TOTAL \$ _____

Please enter this amount on the "Payment Charge Authorization" Form



114 S. Berry Street, Brea, CA 92821
 Phone: 714.522.8270
 Fax: 714.522.8271
 information@blainesvs.com
 www.blainesvs.com

MBOD 2020
 Job # 200329

Discount Deadline Date March 17, 2020

Exhibitor: _____ Booth: _____
 Address: _____ Phone: _____
 City/ST/Zip: _____ Fax: _____
 Authorized by: _____ Email: _____

Payment Policy: All invoices must be settled at our service desk prior to the closing of the show. For your convenience, we accept MasterCard, American Express and Visa credit cards. Absolutely no credits will be issued after the closing date of the show.

Important: To obtain discount prices, payment must be received in full by the published "order deadline date." All orders must be received no later than ten (10) working days prior to the show opening.

Straight Time (S/T): Monday - Friday 8am to 4:30pm
Overtime (O/T): Monday - Friday 4:30pm to 8am and all hours Saturday - Sunday
Holiday Time: Applies to all scheduled Union holidays

Labor Rates per Hour (One hour minimum)

		Discount Price	Standard Price
Display Labor	Straight Time	\$121.30	\$133.40
	Overtime	\$199.50	\$219.50
	Holiday Time	\$245.20	\$269.70

Plan A - Supervision by Blaine Event Services

This option is offered to have exhibits set prior to exhibitor's arrival. In order to reduce your at show expenses and save time, supervision is provided by **Blaine**. Exhibit labor will be done on straight time whenever possible. The charge for Blaine supervision is 30% of the total labor bill, with a minimum of \$40.00 on installation and \$40.00 on dismantle.

Plan B - Supervision by Exhibitor Personnel

Starting time can be guaranteed only in those instances where labor is requested for the start of the working day (8:00 am), unless the official set-up time begins later in the day. It is important that the exhibitor check in at the service desk to pick up the workers ordered and must check the workers back in at the service desk upon completion. All work is to be done under the supervision of the exhibitor or his representative. If no date and/or time is indicated below, no workers will be assigned until the exhibitor checks in at the service desk. If exhibitor fails to pick up men ordered, a one hour per man no-show charge will be applied, unless a written cancellation order is received 48 hours or more prior to the day labor has been requested.

1. Installation Estimated Labor

Supervised by: Plan A - Blaine (Please complete Page 2)
 Plan B - Exhibitor Personnel by _____

Date	Start Time	Week Day	# of Men	# of Hours	Rate	Sub Total
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

2. Dismantle Estimated Labor

Supervised by: Plan A - Blaine (Please complete Page 2)
 Plan B - Exhibitor Personnel by _____

Date	Start Time	Week Day	# of Men	# of Hours	Rate	Sub Total
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

3. Supervision by Blaine Event Services (Plan A - \$40.00 minimum)

Installation: \$ _____ x 30% = \$ _____
 Sub Total Blaine Supervision Cost

Dismantle : \$ _____ x 30% = \$ _____
 Sub Total Blaine Supervision Cost

Labor Sub Total \$ _____
 Blaine Supervision (if applicable) + \$ _____
TOTAL \$ _____

Please enter this amount on the "Payment Charge Authorization" Form





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Discount Deadline Date March 17, 2020

Exhibitor: _____ Booth: _____
 Address: _____ Phone: _____
 City/ST/Zip: _____ Fax: _____
 Authorized by: _____ Email: _____

Please complete the following information if your display is to be set-up and/or dismantled by Blaine and you will not be present to supervise the installation and/or dismantle.

Inbound Shipping Information

Carrier: _____ Carrier Phone #: _____
 Shipped to: Warehouse Show Site From City/St: _____ Date: _____
 Total # of: Crates Cartons Fibercases Other: _____

Set-up Information

Set-up Plans/Photo: Attached To be sent With Exhibitor In Crate # _____
 Carpet: With Exhibit Rented from Blaine Color Size
 Electric Placement: Drawing Attached Drawing with Exhibit Electrical Under Carpet
 Comments: _____

Graphics: With Exhibit Shipped Separately
 Comments: _____

Special Tools/Hardware Required: _____

Outbound Shipping Information

Ship To: _____

Method: Common Carrier Air Freight Van Line Other: _____

Carrier (If Known): _____

Freight Charges: Prepaid Bill To: _____
 Collect _____

Please Note: Blaine will not be responsible for product or literature that is not properly packed and labeled by exhibitor personnel.

Special Instructions/Comments: _____

Emergency Contact:

Name: _____ Phone: _____





Signs & Graphics



Make your mark!

Whether your message is large or small, Blaine's graphics department can assist you with communicating your message visually. Blaine uses the latest technology to not only provide you the detail you want but also staying conscious of our environment.

Blaine's graphics department supports most digital artwork files allowing us to create signage of any size and medium.

- Vinyl & Fabric Banners
- Foamcore Signage
- Light Boxes
- Posters
- Custom Cut-outs
- and many more!

Graphics are mounted and laminated in order to preserve for future use allowing you to save cost and production time. To discuss the many possibilities or for more ideas to market your brand, contact us at 714/522-8270 and ask for our production department.

Billboard Signs

Make a large statement with our Billboard Signs. Large enough to convey your message to your customer without taking up a lot of valuable space.

Materials Available:

- 1/2" Foamcore
- 1/2" Gatorboard (Multiple Colors Available)

Stands Available:

- Moon Feet - For lightweight portability
- Hooper Base - For durable stability



Information Signs

Having a book signing? Introducing a new product? Let our design team create a sign for you that will stand out!

Materials Available:

- 3/16" Foamcore
- 1/8" Foamcore
- 1/8" Sintra

Stands Available:

- Chrome Sign Frame Holder
- Chrome Tripod Easel

For more details on providing artwork to Blaine for production, please see our **Graphics File Exchange Requirements**.



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Discount Deadline Date March 17, 2020

Exhibitor: _____ Booth: _____
 Address: _____ Phone: _____
 City/ST/Zip: _____ Fax: _____
 Authorized by: _____ Email: _____

Standard Graphic Sizes

	Qty	Discount Price	Standard Price	Total
Cardstock				
Letter - 8.5" x 11"	_____ x	\$48.90	\$63.60	_____
ID Sign - 7" x 44"	_____ x	\$41.60	\$54.00	_____
Ledger - 11" x 17"	_____ x	\$57.00	\$74.20	_____
Easel Back	_____ x	\$3.50	\$4.50	_____
3/16" Foamcore				
Small Sign - 14" x 22"	_____ x	\$69.90	\$74.40	_____
Small Sign - 22" x 28"	_____ x	\$85.60	\$111.20	_____
Large Sign - 28" x 44"	_____ x	\$171.10	\$222.40	_____
Large Sign - 20" x 60"	_____ x	\$186.10	\$233.00	_____
Large Sign - 40" x 60"	_____ x	\$325.60	\$407.80	_____
1/2" Foamcore				
Hoofer Sign - 24" x 84"	_____ x	\$260.50	\$326.30	_____
Hoofer Sign - 38" x 84"	_____ x	\$419.20	\$545.00	_____
Half Moon Feet (RENTAL ONLY)	_____ x	\$7.00	\$8.80	_____
13oz Banner w/Grommets				
Banner Sign - 6' x 2'	_____ x	\$223.70	\$279.70	_____
Banner Sign - 8' x 2'	_____ x	\$297.70	\$372.90	_____
Banner Sign - 10' x 2'	_____ x	\$372.20	\$466.10	_____
Banner Sign - 6' x 3'	_____ x	\$334.90	\$419.50	_____
Banner Sign - 8' x 3'	_____ x	\$446.60	\$559.30	_____
Banner Sign - 10' x 3'	_____ x	\$558.20	\$699.10	_____
Banner Sign - 6' x 4'	_____ x	\$446.60	\$559.30	_____
Banner Sign - 8' x 4'	_____ x	\$595.50	\$745.70	_____
Banner Sign - 10' x 4'	_____ x	\$744.30	\$932.20	_____

Payment Policy: All invoices must be settled at our service desk prior to the closing of the show. For your convenience, we accept MasterCard, American Express and Visa credit cards. Absolutely no credits will be issued after the close of the show.

All graphics are subject to a 100% Cancellation Charge.

Important: To obtain discount prices, payment must be received in full by the published "order deadline date." All orders must be received no later than ten (10) working days prior to the show opening.

Digital Graphics

Custom Size (please see next page for digital file set up info)

Blaine uses the latest technology to provide the detail you want while keeping conscious of the environment. Our creative department supports most digital artwork files, allowing us to create signage of any size and material. For graphics that are not standard size and are larger in size, please use the following pricing.

$$\frac{\text{Length}}{\text{Length}} \times \frac{\text{Width}}{\text{Width}} = \frac{\text{Square Feet}}{\text{Square Feet}} @ \$17.10 \quad \$21.40 = \frac{\text{Total}}{\text{Total}}$$

- Double the square footage for double-sided graphics.
- For accurate pricing, round square footage up to the next 0.5/half foot.
- Minimum order of 10 square feet.
- Designing, retouching, special substrates or color matching artwork may incur additional charges.

Substrate Options: please select one.

Sintra Foamcore Plexi Gatorboard Vinyl Banner

Substrate Thickness/Gauge: please select one.

1/8" 1/4" 3/16" 1/2"

YOUR SIGN COPY GOES HERE:

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



Vertical Horizontal Background Color: _____ Lettering Color: _____

SUB TOTAL	\$ _____
TAX (10.25%)	\$ _____
**TOTAL	\$ _____

****A 15% RUSH charge will be applied to orders placed 3 days or less prior to the move-in date.**

Please enter this amount on the "Payment/Charge Authorization" Form

Print File Information / Please Check One

Please let us know when you expect to submit your artwork:

- I need assistance submitting my file(s), please contact me
- I will be submitting my file by (date) _____
- I need BCS to set my copy placement only - indicate copy in the area above.
- I put them on our FTP & will be sending user/pass info to Blaine
- I sent them to the **graphics@blainesvs.com** / Files 5mbs or under
- I need BCS to set up a file transfer C3 acct. to upload my graphics files.
- I spoke with a Blaine employee (insert name below) & sent the file to their email address.

Please review **ALL** guidelines before submitting **Print-Ready Artwork**

The following guidelines for providing graphic files are optimal and are specified to ensure the highest quality output. Blaine's graphics department, under most circumstances, is capable of quality graphical results from almost any source you can provide. If you are unable to provide digital artwork for your signage needs, we are capable of providing you with layout services. Additional fees will apply. Please contact Blaine for more details.

RASTER ART (e.g. photos, logos containing any continuing tone images):

- Art Submitted at 1:1 (100% or full scale), resolution should be no less than 60 dpi (100 dpi preferred)
- Art Submitted at 2:1 (50% or half scale), resolution should be no less than 120 dpi (200 dpi preferred)
- Art Submitted at 4:1 (25% or quarter scale), resolution should be no less than 240 dpi (400 dpi preferred)



VECTOR ART:

- Logos should be vector and have outlined fonts (if provided as bitmap, please use high-res-images)
(To outline in Adobe Illustrator select the "Type" window and then select "Create Outlines")



COLOR: (When color match is required please follow these requirements)

- If PMS color matching is required, please use original Pantone + Solid Coated swatches in your artwork and include the Pantone Coated Number
Some colors are more likely to be achieved, but due to printer limitations, PMS colors are matched to the best possible interpretation for the specific output device
- CMYK artwork will be produced "As Is". Our color output is balanced and vibrant.
- Please convert all RGB artwork to CMYK
(To convert in Adobe Illustrator select "File" > "Document Color Mode" and select "RGB Color")

OUTLINED FONTS:

- Please be sure to outline all fonts before submitting your files
(To outline fonts in Adobe Illustrator select "Type" > "Create Outlines")



EMBEDDED IMAGES:

- Linked artwork is connected to, but remains independent of, the artwork document (i.e. Illustrator will locate/update an image based on its location on your computer)
- Embedded images are actually contained within the Illustrator document at full resolution. (No matter who/where you send the file to the images will be viewable)
(To embed images in Adobe Illustrator select "Window" > "Links" > Click each images to select all > "Embed Image(s)")

BLEEDS: (A document which has images or elements that touch the edge of the page, extend beyond the trim edge and leave no white margin)

- Please be sure to include an 1/8" bleed all the way around your artwork
(To include bleeds in Adobe Illustrator select "File" > "Document Set Up" > and click up to add 1/8" bleed to the top, bottom, left and right of your artwork file)
- **NOTE:** For all artwork being printed on fabric material please include a minimum bleed of 2" bleed to the top, bottom, left and right of your artwork file

ACCEPTABLE FILE FORMATS:

- Adobe Acrobat (.pdf) - With all fonts converted to outlines, images embedded and 1/8" bleed included. Please save as **PRESS QUALITY**
- Adobe Illustrator (.ai), (.eps) - With all fonts converted to outlines, images embedded and 1/8" bleed included
- Photoshop (.psd) - With all artwork flattened and 1/8" bleed included
- TIFF (.tif) - With all artwork flattened and 1/8" bleed included
- JPEG (.jpg) - With all artwork flattened and 1/8" bleed included

Note: Flattening occurs when you reduce all Photoshop layers to one background layer
(To flatten artwork in Adobe Photoshop select "Layer" > "Flatten Image")

SUBMITTING ARTWORK TO BLAINE DESIGN DEPARTMENT: Contact the Blaine Graphics Department: P: 714.522.8270 E: graphics@blainesvs.com

- Once we are contacted we will create an account for you on Blaine's C3 Portal (Client Communication Center)

PLEASE TYPE OR PRINT ALL ENTRIES. THIS FORM MUST BE FILLED OUT COMPLETELY. (SEE TERMS AND CONDITIONS BELOW)

IMPORTANT: In order to ensure having service on the date desired, this application and payment must be received 10 days prior to the requested service date. If your order is received any time after 10 days before the start of the event or if payment is not included, we will make best efforts, but cannot guarantee installation prior to the opening of the event.

MAIL / FAX TO:
 Finance Dept/The Pasadena Convention Center
 300 E. Green Street, Pasadena, CA 91101
 Tel: (626) 793-2122 Fax: (626) 844-1426

CONTACT / EVENT INFORMATION

EVENT NAME:		EVENT DATES:	
COMPANY NAME:		BOOTH #:	
ADDRESS:		TELEPHONE#:	
CITY, STATE, ZIP:		FAX #:	
CONTACT:		EMAIL:	
SIGNATURE:		Date	

TELEPHONE SERVICE (please indicate the service and number of lines required)

QUANTITY	TYPE OF LINE	PRICE (Ea)	TOTAL
Line Service	Telephone/Fax Line (analog) + Usage Charges**	\$248.06 (includes tax)	\$
	Credit Card/Outgoing Only Line (analog)	\$192.94 (includes tax)	\$
			\$
Set Rental	International Dialing Capabilities per Line	\$25.00	\$
	Telephone Instrument – Single Line	\$26.00	\$
	Conference Style Speaker Phone	\$50.00	\$
			\$
		***On Site Order Fee \$50.00:	\$
		Sub-Total:	\$
		****Additional Charges	
	Lost / Damaged Telephone Cable \$15ea		
	Lost/Damaged Instrument \$75ea		
	Line Moves After Installation \$75ea		
	Cancellation Fee after installation \$90		
		Total Due:	\$

SHOW GENERAL LOCATION OF JACK(S) IN BOOTH BELOW

Booth

Front of Booth / Aisle

**PLEASE NOTE THAT ALL TELEPHONE LINES ARE DIAL 9 LINES. ** ORDERS RECEIVED ON-SITE DURING EVENT SET-UP OR EVENT WILL BE ASSESSED A \$50 SERVICE CHARGE.
 **** ADDITIONAL CHARGES WILL BE ASSESSED AT THE DISCRETION OF THE TELECOMMUNICATIONS DEPARTMENT

ALL LINES ARE DIAL 9
 Please program credit card machines accordingly

METHOD OF PAYMENT

CHECK	IMPORTANT: Please make checks payable to Pasadena Convention Center with return of this order. Orders received within 10 days of event must be accompanied by a cashier's check.	Check #	Amount \$
	CREDIT	Please bill my credit card as indicated for all services ordered. I understand that all charges including deposits will be billed upon receipt of order. I authorize any additional charges above my deposit to be billed at the close of the event. <input type="checkbox"/> Master Card <input type="checkbox"/> Visa <input type="checkbox"/> AMEX	Credit Card#
		Exp. Date	
	AUTHORIZED SIGNATURE:	Date:	

TERMS AND CONDITIONS

- Credit will not be given for lines and telephones installed and not used.
- The exhibitor is responsible for the telephone(s) and cord(s).
- Exhibitor equipment must comply with all FCC Regulations. The Telecommunications Department will not ensure that exhibitor-provided equipment will be compatible with the telephone system.
- Telephone line / jack moves after installation will be billed at \$75 per move.
- Local and long distance calls will be tabulated on site at prevailing rates.
- User is responsible for full replacement cost of unreturned or damaged equipment.

A refund check or invoice will be mailed within thirty (30) days. Credit Card charges, if applicable, will appear on your statement. A detailed report of call usage is available upon request.

We recommend that you contact the Telecommunications Department prior to the Event for a configuration evaluation if you plan to use Digital lines, Multi-Button Sets, or have other enhanced service requirements.

Telecom Dept Use Only	EXTENSION ISSUED:	
	INSTRUMENTS ISSUED:	Equipment Returned: Y N
	CABLES ISSUED:	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 No. of Cables Returned:

Finance Dept Use Only:

tel svc order form FY18

Date Order Rec'd _____ Amount Recv'd _____ Ext(s) Assigned: _____

EXHIBITOR SERVICES

Create the ultimate brand experience with a sensory-rich environment that drives attendee interest.

PASADENA
CONVENTION CENTER

NAME OF CONFERENCE		START DATE	END DATE	NO. OF EVENT DAYS
ORGANIZATION NAME		ON-SITE CONTACT NAME		ROOM/EXHIBIT BOOTH NO.
STREET ADDRESS		CITY	STATE	ZIP CODE
TELEPHONE NUMBER	DELIVERY DATE	DELIVERY TIME <input type="checkbox"/> AM <input type="checkbox"/> PM	PICKUP DATE	PICKUP TIME <input type="checkbox"/> AM <input type="checkbox"/> PM
EMAIL ADDRESS		ORDERED BY		

ORDERING INSTRUCTIONS: To guarantee equipment availability and advanced-rate pricing, place your order at least 21 days prior to delivery. Operator labor, if requested, is subject to the prevailing hourly rate with a four-hour minimum. An electronic receipt will be emailed to you. The total charge per item is determined by multiplying the price by the quantity ordered by the days rented. Please include applicable Sales Tax on equipment rental.

PSAV WILL CONTACT YOU DIRECTLY FOR PAYMENT INFORMATION. PRICING IS PER DAY.

Tax Exempt Status – If you are exempt from payment of sales tax, we require you to forward an exemption certificate for the state in which the services are to be provided.

Form Submission – Email completed forms to: ebalane@psav.com.

Cancellations – Cancellations received within 48 hours of the scheduled delivery date are subject to a 50 percent fee applicable to equipment and tax. Cancellations received on the day of scheduled delivery or “no shows” are subject to the full amount of the order, including installation, drayage and tax. Labor and/or service charges may apply and/or loss damage waiver.

MONITORS

	PRICE	QTY	DAYS	TOTAL
■ 24" LCD table top monitor	\$ _____	_____	_____	\$ _____
■ 32" LCD monitor	\$ _____	_____	_____	\$ _____
<input type="checkbox"/> Dual-post stand <input type="checkbox"/> Table stand				<input type="checkbox"/> Speakers
■ 46" LCD monitor	\$ _____	_____	_____	\$ _____
<input type="checkbox"/> Dual-post stand <input type="checkbox"/> Table stand				<input type="checkbox"/> Speakers
■ 50" LCD monitor	\$ _____	_____	_____	\$ _____
<input type="checkbox"/> Dual-post stand <input type="checkbox"/> Table stand				<input type="checkbox"/> Speakers
■ 70" LCD monitor				Please contact PSAV for quote
<input type="checkbox"/> Dual-post stand <input type="checkbox"/> Table stand				<input type="checkbox"/> Speakers

AUDIO EQUIPMENT

	PRICE	QTY	DAYS	TOTAL
■ Wired handheld microphone	\$ _____	_____	_____	\$ _____
■ Wireless microphone	\$ _____	_____	_____	\$ _____
<input type="checkbox"/> Handheld <input type="checkbox"/> Lavalier				
■ Wireless headset microphone	\$ _____	_____	_____	\$ _____
<i>Requires wireless microphone unit to operate</i>				
■ Powered speaker	\$ _____	_____	_____	\$ _____
<i>Up to five people</i>				
■ Sound system	\$ _____	_____	_____	\$ _____
■ <i>two speakers, two stands, one mixer, one wired microphone</i>				
■ <i>up to 20 people</i>				
■ 4-channel mixer	\$ _____	_____	_____	\$ _____

ACCESSORIES

	PRICE	QTY	DAYS	TOTAL
■ Blu-ray/DVD player	\$ _____	_____	_____	\$ _____
■ Windows PC laptop	\$ _____	_____	_____	\$ _____
■ Wired keyboard and mouse	\$ _____	_____	_____	\$ _____
■ Black-and-white printer	\$ _____	_____	_____	\$ _____

PROJECTION

	PRICE	QTY	DAYS	TOTAL
■ LCD projector 3K	\$ _____	_____	_____	\$ _____
■ LCD support package	\$ _____	_____	_____	\$ _____
■ 32"- 54" Rolling cart	\$ _____	_____	_____	\$ _____
■ Tripod screen	\$ _____	_____	_____	\$ _____
<input type="checkbox"/> 6' <input type="checkbox"/> 8'				

INTERNET

	PRICE	QTY	DAYS	TOTAL
■ Wired internet connection	\$ _____	_____	_____	\$ _____
■ Wireless internet connection	\$ _____	_____	_____	\$ _____
■ Dedicated bandwidth	Please contact PSAV for quote			

LIGHTING

	PRICE	QTY	DAYS	TOTAL
■ Up-light	\$ _____	_____	_____	\$ _____

RIGGING

All rigging requests should be placed using the [Rigging Request Form](#).

CUSTOM ITEMS

	PRICE	QTY	DAYS	TOTAL
■ _____	\$ _____	_____	_____	\$ _____
■ _____	\$ _____	_____	_____	\$ _____
■ _____	\$ _____	_____	_____	\$ _____
■ _____	\$ _____	_____	_____	\$ _____
■ _____	\$ _____	_____	_____	\$ _____

SPECIAL REQUESTS

Please add any items not listed above that you require.

ORDER SUMMARY	TOTALS
Equipment Subtotal	\$ _____
10.25% Sales Tax (Internet is Exempt)	\$ _____
<input type="checkbox"/> On-site Order Fee	\$ _____
TOTAL	\$ _____



EXHIBITOR SERVICES

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PASADENA
CONVENTION CENTER

BOOTH DIAGRAM

ORGANIZATION NAME	ROOM/EXHIBIT BOOTH NO.
SHOW NAME	SHOW DATES

Internet

Please indicate on the grid the location of your internet drop(s) using **W** to signify a wired internet drop and **T** to signify a telephone wiring. If no location is indicated, the internet drop will be placed in the middle back of the booth.

Adjacent Booth No. _____

Adjacent Booth
No. _____

Adjacent Booth
No. _____

Adjacent Booth No. _____

Eric Balane
Director, Event Technology – PSAV®
Pasadena Convention Center
300 E. Green St., Pasadena, CA 91101
■ office: 626.395.0244 ■ email: ebalane@psav.com

